

**RECORD OF DECISION TAKEN UNDER
DELEGATED AUTHORITY FROM
EXECUTIVE/COUNCIL/COMMITTEE
DELEGATED POWERS OUTLINED IN
THE CONSTITUTION**



DELEGATED OFFICER DECISION TAKEN BY:	Strategic Director of Environment & Operations
DELEGATED BY:	Executive (date of delegation) 03-04-24
IN CONSULTATION WITH:	Executive Member
PORTFOLIO AREA:	Environment

SUBJECT: Supply of Tyres & Associated Services Contract

1. DECISION

To approve the contract award for the Supply of Tyres & Associated Services to The Lodge Tyre Company Limited.

2. REASON FOR DECISION

An advertised competitive tendering exercise was undertaken via the Council's e-tendering portal, The Chest and two submissions were received. The bids were evaluated against the following published scoring criteria:

Price – 50%
Quality – 35%
Social Value – 15%

The Lodge Tyre Company Limited were the highest scoring bidder, achieving a score of 81.80%.

As detailed in the tender documentation, it is proposed that the highest scoring bidder is awarded the contract.

3. BACKGROUND

The Supply of Tyres with Associated Services is a crucial contract to the Council to ensure its fleet of vehicles is equipped with road legal tyres to keep both Council staff and residents safe.

The Lodge Tyre Company Limited are the incumbent contractor and have been providing the Council with Tyres and Associated Services since 2020. A strong working relationship has been developed with The Lodge Tyre Company which will continue following the award of this most recent contract.

The contract is for 3 years with the option to extend for a further 12 months.

4. KEY ISSUES AND RISKS

The current contract for the Supply of Tyres & Associated Services expires on 31/03/2024. Due to the time involved in gaining internal approval to award and the mandatory 10-day standstill period, the Council will be trading outside of a formal agreement for a short period of time.

The advertised competitive tendering exercise only resulted in two tenders being received. The second tender was deemed non-compliant by the evaluation panel due to the bidding organisation failing to demonstrate capability to deliver the contract requirements along with a failure to provide mandatory company information.

5. FINANCIAL IMPLICATIONS

The cost of the service will be managed from within existing budgets.

The Lodge Tyre Company Limited will be required to fix their pricing for 12 months and any subsequent variations will be capped at a rate no greater than the current consumer price index (CPI).

6. LEGAL IMPLICATIONS

No implications, the procurement process has been carried out in accordance with the Council's Contract and Procurement Procedure rules and the Public Procurement Regulations. A formal 10-day standstill period will be observed in-between the intention to award notification and formal award.

7. RESOURCE IMPLICATIONS

Staff time from the environment department will be required to manage the contract on a day-to-day basis.

8. OPTIONS CONSIDERED AND REJECTED

Re-tender - This option was considered and rejected due to the result from the current tender and the market structure. Despite only receiving two tenders, the highest scoring bidder is the incumbent supplier which BwDBC have developed a strong working relationship with resulting in an efficient and effective service being provided to the Council. There is also no guarantee that re-tendering will result in any further competition as the market for the supply of tyres and supporting services is narrow with only a small number of suppliers capable of providing an all encompassing service.

9. CONSULTATIONS

None.

10. DECLARATION OF INTEREST

All Declarations of Interest of the officer with delegation and any Member who has been consulted, and note of any dispensation granted should be recorded below:

VERSION:	1
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CONTACT OFFICER:	Joanne Byrne/James Gunning
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DATE:	03/04/2024
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BACKGROUND DOCUMENTS:	Tyres Contract – Officer Decision Paper (Procurement Strategy)
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