

Record of decision taken under delegated powers by a council officer



Title:	Rylston Registry Office Window replacement and upgrades & Internal Adaptation Works
Divisions Affected:	Weybridge, Esher
Key Decision:	No
Reason Key:	NA
Decision taken under delegation by virtue of:	Cabinet Decision Cabinet Meeting, 9 December 2023 Item 8- Annual Procurement Forward Plan

Summary

The Council is seeking to award a Call-Off Contract for Window replacement and upgrades & Internal Adaptation Works at Rylston Registry Office under the Council's Fabric & Mechanical, Electrical & Plumbing (MEP) Framework following a mini-competition exercise.

The mini-competition exercise was assessed on price and quality in these proportions: 60% Price, 40% Quality. These weightings were selected as Price was deemed as having the greatest importance to assess Bidders' mini-competition responses to enable the Council to achieve the required outcome from the tender exercise.

Decision made

Decision made:

It was AGREED that:

1. Knightsbridge Property Services Ltd be awarded the Call-Off Contract at a value of £691,927.87

Reasons for Decision:

Knightsbridge Property Services Ltd was the successful bidder receiving the highest overall score. Their tender offered the lowest price and was considered to provide the best value for money of the bids submitted. It is therefore recommended that they be awarded the Call-Off Contract.

Decision taken by:	Simon Crowther, Executive Director Environment Property and Growth.
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Decision taken on:	13 November 2024
To be implemented on:	20 November 2024

Alternative options considered

See procurement report

Summary of any financial implications

See procurement report

Declarations of conflicts of interest

None

Consultation/Process Followed

Executive Director Environment Property and Growth, Section 151 Officer

Background Documents

Procurement Report

Exempt:

Yes – not
to be
published