

DECISION RECORD ¹

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

Subject: Award of contract for the supply of Four Pumping Appliances

(Please use the same title as provided in the Forward Plan)

Staff Contact: Assistant Chief Fire Officer
Steve Tant

Executive Member: Terry Hone

Tel: 01992 507530 (comnet 57530)

Portfolio: Community Safety and Waste
Management

1. Decision

1.1 That the Assistant Chief Fire Officer has determined that Annex A to this Decision Record should not be disclosed to the public as it contains exempt information as defined by Section 100 of the Local Government Act 1972, Schedule 12A, the public interest in maintaining the exemption outweighing the public interest in disclosing that information;

1.2 Subject to 1.1 above, awards the contract for the supply of Four Pumping Appliances to the preferred supplier set out in Annex A and approves the signing of the contract.

2. Reasons for the decision

A procurement process has been carried out to award a contract for the supply of Four Pumping Appliances based on the most economically advantageous tender when evaluated against the following criteria:

Price	35%
Quality	65%

3. Alternative options considered and rejected ²

The Council issued an Invitation to Tender using the NFCC Devon & Somerset FRS Framework Agreement DS183-15 as one lot.

Two tenders were received in response to this Invitation to Tender and each was evaluated against a pre-disclosed robust set of evaluation criteria.

The successful tender achieved the highest score when evaluated against the evaluation criteria.

The name of the successful tenderer is set out in Annex A.

4. Consultation

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(a) Comments of Executive Member^{3 4}

Terry Hone was informed of this entry onto the Decision Record on 25th July 2018, to which he confirmed that he was content.

(b) Comments of other consultees⁵

None

5. **Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.**

Signed: 

Title: Assistant Chief Fire Officer Date: 25th July 2018

6. Copies of agreed document to:

- All consultees
- All members of the County Council (Democratic Services to send)
- Hard & electronic copy (for public inspection both at County Hall and on hertfordshire.gov.uk) to the Democratic Services Manager - Room 213 County Hall; democratic.services@hertfordshire.gov.uk

¹ for guidance see Chief Legal Officer's note "Taking Decisions"

² details of any alternative options considered and rejected by the officer at the time the decision was made

³ record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest DO NOT PROCEED without seeking advice from the Chief Legal Officer

⁴ If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted

⁵ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.