

Decision Number: 10 (2017/18)

## Portfolio Holder Executive Decision Statement

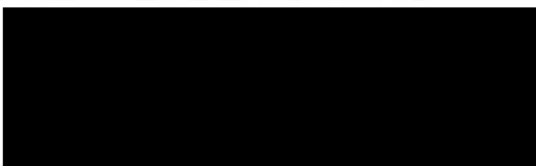

### The Local Authority (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012

<b>Subject:</b> Acceptance of Tender for Office Cleaning Contract
<b>Details of Decision taken:</b>  To award the contract to Heath & Wiltshire Ltd as the most economically advantageous tender
<b>Reason for Decision</b> (please set out in full)  21 tenders received. 6 tenders that offered best value for money evaluated in full awarding a weighting of 60% on price and 40% on quality and other issues. Heath & Wiltshire Ltd scored 478 out of 500.
<b>All Documents considered:</b> (Please attach any reports including recommendations for action and list all others, and state whether they include exempt information)  Evaluation sheets
<b>Details of any alternative options considered and rejected by the Member when making the Decision:</b>  Evaluated using scoring method and weighting
<b>Financial implications</b> this can be deleted if the decision has been taken on a report format and the heading already filled in  Existing budget
<b>Legal Implications and Risk Assessment Statement</b>  None.
<b>Equality Impacts</b> (Consideration of impacts under the Public Sector Equality Duty) this can be deleted if the decision has been taken on a report format and the heading already filled in

When completed a copy of this record must be sent to the Democratic Services Section by e-mail and a signed copy by internal mail

(For Democratic Services use)

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<del>NEITHER:</del> The decisions recommended through this paper have a remote or low relevant to the substance of the Equality Act. There is no perceived impact on end users. <del>+</del>	
Local Member (s), other Portfolio Holders and/or Directors/Heads of Service Consulted  Finance Portfolio Holder Head of Direct Services	
Details of any conflicts of interest a) declared by any executive member who is consulted by the Decision Taker  N/A  b) and any details of dispensations granted by the Chief Executive in respect of any declared conflict  N/A	
Decision taken by:	Portfolio Holder for Finance
Signed by Portfolio Holder	
Date of Decision	14.08.17
Record made by:	Richard Wilson 
Date of record:	14.08.17

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