

Annual Procurement Report

January 2017 – March 2018

East Dunbartonshire Council
July 2018



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1. Introduction

This annual report summarises the performance of the Corporate Procurement Team for the period 1st January 2017 to 31st March 2018, as required by the Guidance under the Procurement Reform (Scotland) Act 2014, and in support of national and organisational priorities.

This report has been prepared to meet the requirements of the Procurement Reform (Scotland) Act 2014 whereby all Councils who are required to prepare a procurement strategy must also prepare an annual report on the regulated procurements completed during that year, which will be relevant for the period 2017/18 onwards.

Procurement Strategy

Our aim is to continue to develop and implement an effective procurement approach by:

- Setting out clear strategic objectives
- Embedding a continuous improvement approach to procurement
- Support the delivery of savings
- Maximising opportunities to collaborate, innovate and deliver efficiencies
- Increasing opportunities to Supported Businesses, Social Enterprises, local and SME suppliers to access public sector contracts
- Directing focus on sustainable procurement, including the identification and delivery of community benefits
- Supporting a sustainable economic environment

Council Policies & Procedures

The Procurement Strategy and Governance approach will embed national and local policies and strategies in support of organisational performance management. The following policies will support achievement of this strategy:

- Community Benefits (Including in Action Plan)
- Contract and Supplier Management (Including in Action Plan)
- Digital Transformation
- Continuous Improvement

The Council's Governance Framework and Policies capture the required actions from this Strategy. Procedure and documentation reviews will support the achievement of legislative requirements whilst securing best value. The following documentation supports delivery of this:

- Procurement Strategy And Governance Framework
- Organisational Transformation Business and Improvement Plan 2018-21
- Delegated Procurement Authority levels
- Sourcing Strategy Templates
- Web & Hub Guidance
- Training Packs

2. Section 1 – Summary of Regulated Procurements Completed

Section 18(2)(a) of the Procurement Reform (Scotland) Act 2014 requires organisations to include “a summary of the regulated procurements that have been completed during the year covered by the report”.

Regulated procurement refers to any contract above £50,000 for goods and services, or £2,000,000 for works. A regulated procurement is completed when the award notice is published or where the procurement process otherwise comes to an end. Regulated procurements can refer to new contracts and framework agreements but also to mini-competitions and call offs from existing framework agreements.

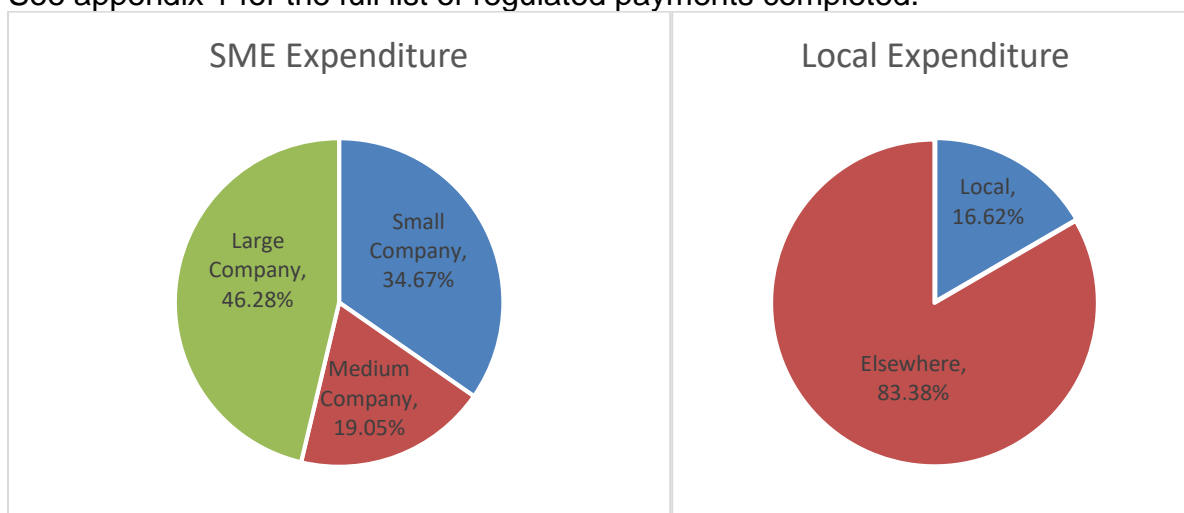
Regulated Procurements

Number of Regulated Contracts Awarded	37
Awards from Non Council Frameworks	<ul style="list-style-type: none"> • 33 - Scotland Excel • 17 Scottish Government & Crown Commercial Services Frameworks
Total Estimated Value of Regulated Procurements	£22,543,727.24
% of Regulated Contracts awarded to SMEs during reporting period	43.24%
% of Regulated Contracts awarded to local suppliers	10.81%

All Procurement Contracts

Number of Contracts Awarded	247
Awards from Non Council Frameworks	<ul style="list-style-type: none"> • 38 Scotland Excel – • 20 Scottish Government & Crown Commercial Services Frameworks
Total Estimated Value of Procurements	£39,469,300.77

See appendix 1 for the full list of regulated payments completed.



3. Section 2 – Review of Regulated Procurement Compliance

Section 18(2)(b) states that the annual report must include “a review of whether those procurements complied with the authority’s procurement strategy.”

Below are the key objectives identified in the EDC procurement strategy 2017-2018.

Key Objective 1	Compliance from January 2017 to March 2018
Governance & Compliance	
Ensure compliance with relevant policies, procedures and legislative requirements	<p>Compliant –</p> <p>Public Contracts Scotland portal is used for all procurement activity over £15,000. The current list of regulated contracts are published online quarterly.</p> <p>The annual procurement strategy is also publicly advertised on our website and PCS. The Procurement Strategy and Governance Framework embeds the legislative Procurement requirements within EDC.</p>
Contribute to the Council’s vision and to provide efficiencies	<p>Compliant –</p> <p>East Dunbartonshire Council’s Procurement Strategy and Governance Framework is aligned to the Organisational Transformation Programme, working within the Organisational Transformation team implementing an efficient and effective procurement approach to supporting Organisational objectives and delivery of Transformation savings.</p>
Extend collaboration with other public bodies and suppliers	<p>Compliant –</p> <p>East Dunbartonshire Council is currently participating in 55 Scotland Excel frameworks, which amounts to 93% participation of those available. This includes £7.4 million spend in the last 12 months.</p> <p>In addition, EDC has participated in 20 Scottish Government/CSS contracts during the time period of January 2017 to March 2018.</p>
Ensure key procurement staff are regularly updated with new legislation and changes to legislation	<p>Compliant –</p> <p>Procurement Governance Framework provides Training and support to all employees involved in the procurement process PDR process supports training updates and staff development within the Workforce Strategy approach.</p>

<p>Embed a clear, informed , systematic, holistic and well-researched decision framework</p>	<p>Compliant –</p> <p>This is set out clearly in Procurement Strategy and Governance documentation and other documents published online. Relevant authorisations and approvals are built in to ensure transparency and stakeholder engagement are maintained throughout the process.</p>
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Key Objective 2	Compliance from January 2017 to March 2018
Added Value & Best Value	
<p>Support achievement of Organisational savings</p>	<p>Compliant –</p> <p>The Corporate Procurement Team sit within the Organisational Transformation Grouping, supporting achievement of Transformational change and Business objectives of Services and the Council as a whole.</p>
<p>Provide a framework to achieve continuous improvement in procurement activity</p>	<p>Compliant –</p> <p>The implementation of the Procurement Strategy & Governance Framework works toward ensuring compliance and continuous improvement within Procurement process and procedures, lessons learned, escalations, and training opportunities ensure all employees involved in the Procurement process have the relevant knowledge and skills to ensure improvement features within the day-to-day activities.</p> <ul style="list-style-type: none"> • Sourcing Strategies • Risk Management • Implementation Plans • Contract Management • Periodic Reporting • Sharing of Lessons Learned
<p>Ensure all supplies, services and works are procured in the most effective and efficient way to maximise and deliver best value to the council</p>	<p>Compliant –</p> <p>The Procurement Governance approach has supported the role out and delivery of Procurement training and systems to support efficiency and effectiveness of the procurement process. Maximising the use of existing Cat A & B contracts, incorporating market research in relevant regulated procurements, consideration of Lots for exercises above £50k and stakeholder engagement support the required processes to deliver best value to the council.</p>

<p>Regularly review spend data to ensure compliant contracts are in place for external spend, considering whole life costing where relevant and appropriate to balance cost, quality and sustainability</p>	<p>Compliant –</p> <p>iProc system controls ensure all spend is covered by the relevant Procurement Process and as such is facilitating contract compliance. The Contract Register and Wave plan are managed to ensure all contracts are managed within the relevant start/completion dates, engagement with Service Managers on upcoming projects and access to the Council’s capital programme support forward planning and contract alignment.</p> <p>All regulated Procurements are carried out by the Corporate Procurement Team, ensuring that procurement professionals are overseeing the requirement to ensure the appropriate balance of cost, quality and sustainability are embedded within all relevant contracts.</p>
<p>Improve Contract & Supplier Management approaches to ensure delivery of all benefits</p>	<p>Area for Development –</p> <p>A collaborative approach is taken between the Corporate Procurement Team and service departments for the management of contracts and suppliers/contractors. Contract & supplier management is the responsibility of directorates leading the contract, monitoring is the responsibility of procurement. This assists identification and management opportunities.</p> <p>The Corporate Procurement Team manage the Council’s contract register and council wide contracts. Future development of the Procurement Strategy and Governance Framework will deliver specific Contract and Supply Management training to those involved in the process.</p> <p>Relevant Stakeholders have already received training on PCS-T for evaluation and been involved in the development of KPI’s to support the formalised approach to CSM in future.</p>

Key Objective 3	Compliance from January 2017 to March 2018
Support a Sustainable Economic Environment	
<p>Embed sustainable and socially responsible purchasing to reflect the Scottish Model of Procurement</p>	<p>Compliant –</p> <p>Sustainability considerations are relevant throughout the whole procurement cycle, and take into account the whole life cost of products from design and manufacture through to disposal. Procurement Governance training covers the areas for consideration within the Procurement process and the relevant procedural documentation aligns.</p>

<p>Ensure as far as reasonably practical that payments to Suppliers and Contractors are made no later than 30 days after a valid invoice is presented</p>	<p>Compliant –</p> <p>The Accounts Payable team now sit within the Corporate Procurement Structure to support payment improvement and align the purchase to pay process within one Service. The Invoice Payment on Time KPI has increased from 80.71% 16/17 to 90.4% 17/18; work is ongoing to further increase volume through e-invoicing to deliver wider benefits and improvements.</p>
<p>Continue to support and improve access to procurement opportunities for SME's, including local businesses, third sector bodies and Supported</p>	<p>Compliant –</p> <p>Currently 54.73% of supplier spend is to SMEs.</p> <p>16.62% (£25,189,596) of all council spend is to suppliers based within East Dunbartonshire (£25,189,596). This is just behind Glasgow with 16.76% (£25,189,596) of all expenditure.</p> <p>54.54% (over £82 million) of all council spend is within Scotland.</p> <p>The Procurement Governance approach supports the inclusion of SME/Local/Supported businesses within the standard processes where legislatively permissible. A cross Organisation community benefit forum is also looking to improve LGBF KPI on Local SME spend through joint working and developing opportunities to support our local businesses.</p>
<p>Support a cross organisational approach to community benefits</p>	<p>Compliant –</p> <p>The Council is working on improving the approach to implementing Community Benefits by working strategically to realise opportunities for community benefits and target these opportunities. Ongoing work will ensure we keep improving on our current approach:</p> <ul style="list-style-type: none"> • A Community Benefit Forum has been established to ensure partners are aware of upcoming tenders and are providing opportunities for Community Benefits in their respective service areas. Membership of this Forum will be reviewed to ensure the most relevant people are involved. • The Forum will set up a system for sharing information to ensure there is always a list of Community Benefit Opportunities for Suppliers to be offered. For example, actions from relevant strategies will be detailed, Project Managers working with developers can report on Community

	<p>Benefits Activity, and Procurement Advisers can provide information on upcoming tenders.</p> <ul style="list-style-type: none"> • As part of the forthcoming Procurement Strategy, the Council will consider a Community Benefits approach within the Procurement Governance framework, to examine the current process and outline areas for improvement; this may include exploring options for a points system based on the value or length of the contract; or providing a guide for developers so they understand what is expected from them, with examples of the types of projects or benefits they can bring to the local community. • Drop-in sessions for local SME's will be established to provide direct and focussed opportunities to engage in the tender process.
<p>Maximise the use of Community Benefits clauses in all appropriate contracts</p>	<p>Compliant –</p> <p>Community Benefits are required to be included in any public contract over the value of £4million, in East Dunbartonshire, they are included in contracts over £50,000 where the relevant list of Community Benefits can be found in Section 5.</p>
<p>Simplify and facilitate procurement processes and procedures to support accessibility for all</p>	<p>Compliant –</p> <p>The Procurement Strategy and Governance framework directs the relevant legislative considerations for Procurement processes within the Council, this sits below the Council's contract Standing Orders and Administrative Scheme.</p>
<p>Embed sustainability and promotion of ethical working practices as best practice within procurement processes and procedures</p>	<p>Compliant –</p> <p>The Procurement Strategy and Governance Framework promotes the inclusion of ethical working practices within the roles and responsibilities of those who have responsibility for Procurement activity. Standardised documentation includes the requirement to embed the relevant processes at the relevant points in all processes/procedures.</p>

4. Section 3 – Community Benefit Summary

Section 18(2)(d) of the Procurement Reform (Scotland) Act 2014 states that it is mandatory for the annual report to include “a summary of any community benefit requirements imposed as part of a regulated procurement that were fulfilled during the year covered by the report.”

Section 24 of the Procurement Reform (Scotland) Act 2014 defines Community Benefits as “a contractual requirement imposed by a contracting authority relating to

- (a) (i) training and recruitment, or
(ii) the availability of sub-contracting opportunities, or
- (b) Which is otherwise intended to improve the economic, social or environmental wellbeing of the authority’s area in a way additional to the main purpose of the contract in which the requirement is included.”

As identified in our Procurement Strategy one of our key objectives includes “support a cross organisational approach to community benefits” and “maximise the use of Community Benefits clauses in all appropriate contracts”. Following the establishment of the cross organisational Community Benefits Forum, the Procurement Team have identified the opportunity to expand the work currently underway to raise awareness and opportunity across our Place approach.

Community Benefits are an important element of our approach to Sustainable Procurement, and as such we have incorporated training within the Procurement Governance Framework to support and promote this requirement

The Community Benefits approach will further support the work of the procurement team and Services to ensure achievement of objectives and legislative requirements.

Key benefits secured during the reporting period include collaboration with hub West Scotland (hWS) since 2012 to build nine development projects. These are Lairdsland Primary School, Hillhead Community Centre, Lennoxton Community Hub, Lenzie Meadow Primary School, Bearsden Community Hub, Kirkintilloch Town Hall, Kilmardinny House, Thomas Muir Primary School, and Holy Trinity Primary School. These projects have delivered employment opportunities and training, engagement with local schools, as well as income and capacity building for local businesses. These have elements covered within the project periods and have been attributed to the 2017/18 Annual reporting Year where relevant

Below is a summary of the Community Benefit targets that were attached to these projects collectively:

Core target headings	Total		
	Target	Achieved	%
No. Work Placements (individuals undertaking placement)	62	73	118%
Employment Opps (individuals employed)	29	30	103%
Apprenticeships (individuals employed)	15	16	107%
Education & Employability Activities (no. individuals engaged)	381	4008	1052%
Site Visits (no. individuals attended)	250	404	162%
Training (no individuals undertaken training)	124	166	134%

Community benefits achieved January 2017 to March 2018

Contract/ tender reference	Contract/tender title	Supplier	Community benefits
EDC/2016/2034	Merkland recreational facility - full size 3g pitch resurfacing	Doe North ltd	Learning opportunities and work experience for school students.
EDC/2017/2113	Construction of new housing development	T.B.C	Work force matters 10% of criteria for tender evaluation. Living wage for 5 of top 6 submissions. All provide evidence of staff development, such as IIP accreditation. No zero hours.
EDC/2017/2129	Mossfinnan bridge replacement	Chemcem	Based in Falkirk, company policy to employ local workforce in area of high unemployment. Pays living wage as baseline, no zero hour contracts. All materials excavated from site including bridge fill material and stonework is sent back to Chemcem's yard for recycling and future usage.
EDC/2017/2130	Residual waste	FCC	78% of residual waste will be used for biogas, heat or power outputs. 2% will be recycled. 20% will be incinerated/go to landfill. Electricity generated from site goes back to national grid.
EDC/2017/2135	Lenzie academy entrance	Sim Building Group	No zero hours contracts, all staff guaranteed 39 hours. Member of CITB training group ensuring all staff receive the required training.
EDC/2017/2139	Electric charging points	Chargemaster plc	Not used as part of tender evaluation. Company states that preferred policy is to employ local sub-contractors where necessary.
EDC/2017/2151	Nithsdale feasibility	Coltart Earley	<p>Various potential Community Benefits included in proposal that get local community involved with project, such as neighbourhood watch schemes, inviting residents to help design play areas/art work, recycling and power initiatives.</p> <p>Applying to become an accredited Living Wage Employer. Some employees occasionally paid below suggested Living Wage, these comprise of internships, trainees and apprentices who receive intensive learning and development. No zero hours contracts. Gender targets in place.</p>

EDC/2017/2156	Supply and install new sports pitch at Castlehill primary school	WH Malcolm	<p>Employ a banksman from the local area if suitable candidate available due to the access point to works area.</p> <p>Supervised site walk rounds with pupils and staff during the various different stages of construction detailing how the polymeric final surface will be achieved, these visits will be carried out by our on-site site team.</p>
EDC/2017/2261	Heritage and archaeological services	AOC archaeology	<p>Corporate Social Responsibility Policy - Encourages community archaeology projects centred on training volunteers in a range of archaeological techniques. Encouraging young people through Career Ready UK. Hosts work placement.</p>
EDC/2017/2275	Power and network installations for smart working desks	Azzurro ltd	<p>Living wage accredited, apprenticeships/workplace experience offered. Recycling programme, including donating furniture to local schools and community groups. Encouragement to employees to engaged in voluntary work.</p>
EDC/2017/2278	Re roofing of west wing at Lenzie academy	MMPS (Scotland) ltd	<p>Living wage accredited. Commitment to recruitment of local trade apprentices. Provision of work experience to local unemployed people, recruitment of NEETS, procurement of local SME subcontractors for specialist works. Sourcing plumbing and timber materials from local merchants. Equipment donations to the council to support a community capacity building activity. Register the project with the Considerate Constructors Scheme.</p>
EDC/2017/2328	Footway thin surfacing	Kiely Bros	<p>Sponsor of the 'Hire a Hero' initiative, actively seeking to provide opportunities to the long term unemployed and apprentices from the area. Where possible, local materials and services are sourced. Recycling and waste reduction initiatives in place, carbon foot printing monitored. Living wage, no zero hour contracts. On job qualifications offered.</p>
EDC/2017/2416	Insurance services (excluding broking)	AXA art UK, Risk Management Partners ltd, Protector Insurance	<p>Suppliers offered to provide loss mitigation advice and provided graduate training programmes.</p>

5. Section 4 – Supported Business Summary

Section 18(2)(e) of the Procurement Reform (Scotland) Act 2014 requires organisations to include “a summary of any steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report”.

The council spend with supported businesses were as follows-

- £2,410 Haven Sign Factory
- £516 Lady Haig’s Poppy Factory Ltd

The Procurement Governance framework provides for the inclusion of Supported businesses in the processes below £50k where a Supported Business exists, relevant employees are provided with this information within the Procurement training sessions; information on Supported Businesses is also available on the Procurement Intranet pages on our Staff website, which includes links to further information.

For those requirements in excess of £50k, the Corporate Procurement Team review the opportunities for access for Supported Businesses and relevant routes to market/facilitation of Supported Businesses.

6. Section 5 – Future Regulated Procurements Summary

Section 18(2)(f) of the Procurement Reform Scotland requires the annual report to include “a summary of the regulated procurements the authority expects to commence in the next two financial years”.

CONTRACT/TENDER TITLE	RELET/NEW	EXPECTED CONTRACT NOTICE PUBLICATION DATE	EXPECTED AWARD DATE	EXPECTED START DATE	ESTIMATED VALUE
TRANSPORT (TAXI RUNS)	DYNAMIC PURCHASING SYSTEM	Q1	Q2	Q2	£2,500,000.00
CARE AT HOME FRAMEWORK	RELET	Q2	Q3	Q4	£35,000,000
HOUSING SUPPORT FOR EMERGENCY FIRST STOP TEMPORARY ACCOMMODATION	RELET	Q2	Q3	Q4	£1,200,000
LEARNING DISABILITY SUPPORTED ACCOMMODATION	RELET	Q2	Q3	Q4	£16,000,000
RAVENSWOOD HOUSING SUPPORT	RELET	Q2	Q2	Q3	£2,000,000
KELVINDALE NURSARY	NEW	Q3	Q4	Q4	£2,080,000.00
MOULD ERADICATION	RELET	Q2	Q3	Q4	TBC
BISHOPBRIGGS RESPITE UNIT	RELET	Q3	Q4	Q1 2019	£230,000
TREE WORKS	RELET	Q3	Q4	Q1 2019	£200,000
SCAFFOLDING	RELET	Q3	Q4	Q1 2019	£140,000
HOUSING FIRST	RELET	Q2	Q2	Q3 2019	£180,000

7. Appendix 1 – Regulated Procurements Completed

CONTRACT/TENDER TITLE	DATE FOR TENDER ISSUE	DATE TENDER OPENING	GOODS/ SERVICE/ WORKS	CONTRACT START DATE	CONTRACT EXPIRATION DATE INC EXTENSIONS	MAXIMUM EXTENSION TO CONTRACT (YEARS)	CONTRACT PERIOD	SUPPLIER	ESTIMATED VALUE
FACT (PARENTAL CAPACITY ASSESSMENT SERVICE)	01/12/2016	16/01/2017	SERVICE	05/06/2017	01/06/2022	2	3 YEARS (+1 +1)	BARNARDOS SCOTLAND	£948,630.00
BISHOPBRIGGS HUB AND WAR MEMORIAL HALL REFURBISHMENT	09/11/2016	30/11/2016	WORKS	01/02/2017	31/03/2018	N/A	ONE OFF	KIER CONSTRUCTION	£2,589,668.75
SURFACE WATER MANAGEMENT PLANS (CYCLE 1)	07/10/2016	27/11/2016	SERVICE	30/06/2017	30/12/2017	N/A	ONE OFF	AECOM	£138,030.00
AUCHINARN PLACE	08/08/2016	02/09/2016	WORKS	06/04/2017	16/02/2018	N/A	ONE OFF	ROBERTSON CONSTRUCTION	£4,351,400.00
ORACLE MAINTENANCE RENEWAL	19/12/2017	27/01/2017	SERVICE	12/04/2017	11/04/2020	1 YEAR	2 YEARS (+1)	PDG CONSULTANT LTD	£62,524.94
WINDOWS & DOORS	24/10/2016	21/11/2016	WORKS	07/04/2017	06/04/2022	1+1	3 YEARS	CMS ENVIRO	£5,000,000.00
HOME ENERGY EFFICIENCY SCHEME for SCOTLAND (HEEPS)	19/01/2017	17/02/2017	WORKS	08/03/2017	08/03/2018	N/A	1 YEAR	KEEPMOAT REGENERATION	£751,000.00
MICROSOFT LICENCE REVIEW	N/A	N/A	SERVICE	31/03/2017	31/03/2020	N/A	3 YEARS	INSIGHT DIRECT UK	£414,000.00
CADDY LINERS	N/A	N/A	GOODS	05/01/2017	05/01/2018	N/A	1 YEAR	BIOBAGS SCOTLAND LTD	£81,263.94
FLEET TRAILERS	02/02/2017	09/02/2017	GOODS	28/02/2017	31/03/2017	N/A	ONE OFF	INDESPENSION	£52,365.00
ESRI RENEWAL	N/A	N/A	SERVICE	10/02/2017	09/02/2020	N/A	3 YEARS	ESRI	£79,005.00
PROCUREMENT OF STORAGE AREA NETWORK (SAN) LOT 1	26/06/2017	11/07/2017	GOODS	01/11/2017	01/11/2022	N/A	5 YEARS	INSIGHT DIRECT (UK) LTD	£150,362.15
MICROSOFT ESA RENEWAL	02/02/2017	15/02/2017	GOODS	01/04/2017	31/03/2020	N/A	3 YEARS	INSIGHT DIRECT (UK) LTD	£407,884.15
EDC SCHOOLS WEBSITE REDESIGN, DEVELOPMENT & MAINTENANCE SERVICE	25/04/2017	19/05/2017	SERVICE	03/08/2017	02/08/2020	N/A	3 YEARS	INNOVATION DIGITAL LTD	£57,231.00
3.5 TONNE CREW CAB TIPPERS	03/02/2017	13/02/2017	GOODS	08/03/2017	08/06/2017	N/A	ONE OFF	KERR & SMITH/IVECO	£186,740.82

CONTRACT/TENDER TITLE	DATE FOR TENDER ISSUE	DATE TENDER OPENING	GOODS/ SERVICE/ WORKS	CONTRACT START DATE	CONTRACT EXPIRATION DATE INC EXTENSIONS	MAXIMUM EXTENSION TO CONTRACT (YEARS)	CONTRACT PERIOD	SUPPLIER	ESTIMATED VALUE
HEAVY & MUNICIPAL CONTRACT VEHICLES FOR FLEET - GULLY VEHICLES	06/03/2017	13/03/2017	GOODS	19/05/2017	19/05/2018	N/A	ONE OFF	WHALE/DAF	£115,887.00
CIVICA SAFFRON APPLICATION	N/A	N/A	SERVICE	01/04/2017	01/04/2018	N/A	1 YEAR	CIVICA	£64,341.96
SOLAR PANELS IN SCOTLAND	N/A	N/A	GOODS	10/04/2017	10/04/2027	N/A	10 YEARS	SPIE FM	£322,122.90
SILVER BIRCH (SCOTLAND) Ltd – PROVISION OF SOCIAL & THERAPEUTIC SUPPORT SERVICE	N/A	N/A	GOODS	01/09/2017	31/08/2020	N/A	3 YEARS	SILVER BIRCH (SCOTLAND) Ltd	£236,997.00
HEAVY & MUNICIPAL CONTRACT VEHICLES FOR FLEET - QCB TIPPER & GRITTER'S	06/03/2017	13/03/2017	GOODS	19/05/2017	19/05/2018	N/A	ONE OFF	IMPERIAL COMMERCIALS	£410,814.28
HEAVY & MUNICIPAL CONTRACT VEHICLES FOR FLEET - ROAD MENDER	06/03/2017	13/03/2017	GOODS	19/05/2017	19/05/2018	N/A	ONE OFF	IMPERIAL COMMERCIALS	£96,322.63
HEAVY & MUNICIPAL CONTRACT VEHICLES FOR FLEET - TIPPER GRIPPER & CRAIN	06/03/2017	17/03/2017	GOODS	19/05/2017	19/05/2018	N/A	ONE OFF	VOLVO TRUCKS	£453,148.18
MONROE HOUSE-DANSHELL GROUP	N/A	N/A	SERVICE	31/03/2017	30/03/2018	N/A	3 YEARS	DANSHELL GROUP	£117,315.00
OLM LICENCE PURCHASE & MAINT AGREEMENT	N/A	N/A	SERVICE	01/04/2017	31/03/2020	N/A	3 YEARS	OLM	£207,756.00
RENTAL OF MODULAR CLASSROOM UNITS AT KILLERMONT PS	08/05/2017	22/05/2017	SERVICE	01/07/2017	14/08/2017	N/A	ONE OFF	PORTAKABIN	£261,182.82
ACTIVE TRAVEL CONSULTANT/ENGINEER	06/06/2017	14/06/2017	SERVICE	30/06/2017	30/06/2019	1 YEAR	1 YEAR (+1)	SWECO UK LTD	£63,100.00
IDOX – UNIFORM BUILDING CONTROL, DEVELOPMENT CONTROL AND ENVIRONMENT HEALTH	N/A	N/A	SERVICE	01/04/2017	30/03/2018	N/A	1 YEAR	IDOX	£51,153.74
WIDE AREA NETWORK	N/A	N/A	GOODS	01/12/2017	31/03/2023	N/A	5 YEARS	VIRGIN MEDIA BUSINESS LTD	£838,000.00

CONTRACT/TENDER TITLE	DATE FOR TENDER ISSUE	DATE TENDER OPENING	GOODS/ SERVICE/ WORKS	CONTRACT START DATE	CONTRACT EXPIRATION DATE INC EXTENSIONS	MAXIMUM EXTENSION TO CONTRACT (YEARS)	CONTRACT PERIOD	SUPPLIER	ESTIMATED VALUE
TRANSPORT 2017 - 2027	15/05/2017	19/06/2017	SERVICE	16/08/2017	15/08/2018	N/A	1 YEAR	ALINE TAXIS, AMBASSADOR TAXIS, BROOMHILL TRANSPORT SERVICE, CAB IT TRANSPORT SERVICES, ED TOA, ED TODA, EVANS CARZ, LENZIE TAXIS, CLASSIC CARS, STUART MCNAUGHT, TORRANCE CARS, XL SERVICES	£2,535,761.96
PANEL VAN	10/08/2017	24/08/2017	GOODS	07/09/2017	07/03/2018	N/A	ONE OFF	ROBINS AND DAY PEUGEOT	£86,853.96
7.5 TIPPERS	10/08/2017	24/08/2017	GOODS	07/09/2017	07/03/2018	N/A	ONE OFF	ROBINS AND DAY PEUGEOT	£75,950.00
3.5 TIPPER	10/08/2017	24/08/2017	GOODS	07/09/2017	07/03/2018	N/A	ONE OFF	ROBINS AND DAY PEUGEOT	£105,573.48
FIREWALL REPLACEMENT DESIGN AND IMPLEMENTATION	20/06/2017	31/07/2017	SERVICE	31/08/2017	30/08/2022	2 YEARS	3 YEARS (+1+1)	KHIPU NETWORKS LTD	£104,331.93
THE OAK CARE HOME	N/A	N/A	SERVICE	01/05/2017	30/04/2018	N/A	1 YEAR	THE OAK CARE HOME	£63,773.45
SPT AWARDS - OUT OF AUTHORITY	01/11/2016	30/11/2016	SERVICE	01/08/2017	01/06/2018	N/A	1 YEAR	SPT	£140,000.00
INSIGHT - IBM	N/A	N/A	SERVICE	01/11/2017	31/10/2019	N/A	2YEARS	INSIGHT	£120,787.20

8. Appendix 2 – Scotland Excel Frameworks Participated

EDC Ref	Contract	Start date	End date	2015/16	2016/17	2017/18	Total
EDC/2017/2192	Children's Residential Care	14/08/2014	31/03/2018	£450,030.00	£1,651,770.00	£1,981,042.00	£4,082,842.00
SXL 1613	Street Lighting Materials	01/07/2014	30/06/2018	£1,028,227.00	£612,711.00	£283.00	£1,641,221.00
EDC/2017/2212	Vehicle & Plant Hire (old)	05/12/2013	30/09/2017	£598,011.00	£553,960.00	£249,432.00	£1,401,403.00
SXL 1212	Frozen Foods (old)	01/07/2013	30/06/2017	£578,544.00	£622,845.00	£155,464.00	£1,356,853.00
SXL 0612	Light Vehicles	16/07/2013	31/05/2017	£1,181,862.00	£130,342.00	£0.00	£1,312,204.00
EDC/2017/2195	Groceries & Provisions	01/05/2016	30/04/2020	N/A	£450,884.00	£569,022.00	£1,019,906.00
EDC/2017/2214	Asbestos	01/04/2015	31/10/2018	£225,708.00	£414,512.00	£199,566.00	£839,786.00
EDC/2017/2199	Janitorial Products	01/03/2015	28/02/2019	£245,799.00	£215,814.00	£254,361.00	£715,974.00
EDC/2017/2201	Library Books & Textbooks (old)	01/11/2013	31/10/2017	£247,200.00	£257,115.00	£152,771.00	£657,086.00
EDC/2017/2208	Salt	01/07/2014	30/06/2018	£140,121.00	£93,813.00	£334,991.00	£568,925.00
EDC/2017/2399	Frozen Foods (new)	01/07/2017	30/06/2021	N/A	N/A	£515,035.00	£515,035.00
SXL 0313	Recycle and Refuse Containers (old)	01/11/2013	01/11/2017	£145,755.00	£187,325.00	£90,304.00	£423,384.00
SXL 1314	Building And Timber Materials	01/04/2015	31/03/2019	£259,612.00	£136,920.00	£22,181.00	£418,713.00
EDC/2017/2202	Meats - Fresh, Prepared & Cooked (inc. Fresh	01/11/2014	30/09/2018	£110,327.00	£131,889.00	£161,708.00	£403,924.00
EDC/2017/2450	Secure Care (new)	01/04/2017	31/03/2020	N/A	N/A	£382,447.00	£382,447.00
EDC/2018/2480	Fostering (new)	25/03/2017	24/03/2021	N/A	N/A	£377,067.00	£377,067.00
EDC/2017/2204	Presentation & Audio Visual Equipment	01/04/2015	31/03/2019	£23,298.00	£240,187.00	£95,098.00	£358,583.00
EDC/2017/2183	Domestic Furniture and Furnishings	01/11/2016	31/10/2020	N/A	£15,454.00	£261,424.00	£276,878.00
EDC/2017/2203	Milk (old)	01/03/2014	28/02/2018	£105,117.00	£88,571.00	£77,877.00	£271,565.00
EDC/2017/2211	Tyres for Vehicles & Plant (old)	01/11/2013	31/10/2017	£91,736.00	£87,928.00	£47,514.00	£227,178.00
EDC/2017/2187	Engineering Consultancy (new)	18/03/2017	17/03/2021	N/A	N/A	£188,397.00	£188,397.00
EDC/2017/2404	Education Materials (new)	01/08/2017	31/07/2019	N/A	N/A	£186,594.00	£186,594.00
EDC/2017/2210	Telecare and Telehealth Technologies	01/01/2015	31/12/2018	£60,835.00	£60,223.00	£63,442.00	£184,500.00
EDC/2017/2140	Vehicle Parts	13/01/2017	31/12/2020	N/A	£45,615.00	£134,529.00	£180,144.00

EDC Ref	Contract	Start date	End date	2015/16	2016/17	2017/18	Total
SXL 1714	Plumbing and Heating Materials	01/12/2015	30/11/2018	£33,898.00	£41,574.00	£100,675.00	£176,147.00
EDC/2017/2206	Road Maintenance Materials	01/07/2014	30/06/2018	£47,230.00	£67,836.00	£55,049.00	£170,115.00
EDC/2018/2533	Vehicle & Plant Hire (new)	10/11/2017	31/10/2021	N/A	N/A	£161,578.00	£161,578.00
EDC/2018/2447	Education And Office Furniture (new)	01/03/2017	28/02/2021	N/A	N/A	£146,774.00	£146,774.00
EDC/2017/2200	Washroom Solutions	01/10/2014	30/09/2018	£39,165.00	£39,227.00	£48,290.00	£126,682.00
EDC/2017/2191	Catering Sundries	24/10/2016	31/07/2020	N/A	£37,576.00	£68,383.00	£105,959.00
EDC/2018/2511	Library Books & Textbooks (new)	01/02/2018	31/01/2022	N/A	N/A	£87,671.00	£87,671.00
EDC/2017/2188	Personal Protective Equipment	01/03/2017	28/02/2021	N/A	N/A	£62,433.00	£62,433.00
EDC/2017/2441	Recycle And Refuse Containers (new)	03/11/2017	02/11/2021	N/A	N/A	£50,320.00	£50,320.00
EDC/2017/2211	Tyres for Vehicles & Plant (new)	01/11/2017	31/10/2021	N/A	N/A	£47,514.00	£47,514.00
EDC/2017/2197	Heavy Plant	02/03/2015	28/02/2019	£4,000.00	N/A	£36,000.00	£40,000.00
EDC/2017/2209	Signage	01/12/2014	30/11/2018	£11,276.00	£13,595.00	£13,679.00	£38,550.00
EDC/2017/2190	Care Homes for Adults (LD)	29/06/2015	31/05/2019	N/A	N/A	£37,549.00	£37,549.00
EDC/2018/2512	Milk (new)	01/03/2018	28/02/2022	N/A	N/A	£9,578.00	£9,578.00

9. Appendix 3 – Scotland Government Frameworks Spend

Contract	Supplier	Total
IT Consumables (2016)	Banner Group Ltd	£3,149.48
IT Peripherals (2014)	Misco (UK) Ltd	£623,650.41
Liquid Fuel - Automotive fuel (Central)(2015)	Scottish Fuels	£1,889,835.56
Liquid Fuel - Heating oil (Central)(2015)	Scottish Fuels	£136,749.87
Electricity	EDF Energy Ltd	£9,445,711.69
Natural Gas	Total Gas & Power Ltd	£2,473,544.88
Biomass (Energy Supply Agreements)	Alternative Heat Ltd - Co Down	£1,777,061.99
Desktop Client Devices	Hewlett Packard UK Ltd	£155,774.24
Fixed Telephony (2014)	Vodafone	£227,965.52
Temporary and Interim Staff - Interim Professionals	Parity Professionals Limited	£93,950.03
General stationery and office paper (2016)	Lyreco UK Ltd	£364,434.33
Office Equipment - Multi-functional Devices & Services	Xerox (UK) Ltd	£586,863.61
Water and Waste Water Services	Anglian Water Business (National) Ltd	£1,704,847.60
Postal Services - Ad-hoc and hybrid mail (2016)	Royal Mail Group	£64,193.52
Postal Services - Scheduled/Regular Bulk Mail (2016)	Royal Mail Group	£94,067.66
Publishing, print, design and associated services	APS Group (Scotland) Limited	£27,943.77
Server Maintenance Framework	Maindec Computer Solutions Limited	£14,017.08
Web Based & Proprietary Client Devices	XMA Limited	£137,947.15
Mobile Client Devices	Hewlett Packard UK Ltd	£671,233.30
National Framework for Tablet Client Devices	XMA Limited	£219,930.62
Total		£20,712,872.31