

**OFFICER DELEGATION SCHEME
RECORD OF OPERATIONAL DECISION**







TO BE UPLOADED TO THE E-MEETINGS MANAGER

Date: 17 th January 2020	Ref No: 044
Type of Operational Decision:	
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>
Status: For Publication	
Title/Subject matter: Contract for: The Repair of Catering Equipment, Including Annual Inspection and Service of Gas Appliances	
Budget/Strategy/Policy/Compliance – Is the decision:	
(i) within an Approved Budget	Yes
(ii) not in conflict with Council Policy	Yes
(iii) not raising new issues of Policy	Yes
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	No
Details of Operational Decision Taken [with reasons]:	
<p>An opportunity inviting qualified 'Economic Operators' to Tender was placed on the procurement portal 'The Chest' in accordance with Contract Procedure Rule 4.1, Seven organisations submitted bids by the required closing date and time.</p> <p>Following evaluation and scoring of the submitted tenders, it is recommended that the contract is awarded to:</p> <p>North West Catering Engineers Ltd Folds Road Bolton BL1 2SB</p> <p>It is therefore accepted that North West Catering Engineers Ltd offers the best overall value to the Council, when balancing quality with price.</p> <p>Please see the attached supporting document for further details.</p>	

It is therefore accepted that North West Catering Engineers Ltd offers the best overall value to the Council, when balancing quality with price.

Please see the attached supporting document for further details.

Decision taken by:	Signature:	Date:
Executive Director - Operations		13/2/20
Assistant Director - Operations		16/2/20
Joint Chief Financial Officer (CCG & LA)		28/2/20
Head of Workforce – Communities & Wellbeing		
Members Consulted [see note 1 below]		
Cabinet Member/Chair		2/3/2020
Lead Member		
Opposition Spokesperson		

Notes:

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**