



THE POLICE & CRIME COMMISSIONER FOR CLEVELAND

DECISION RECORD FORM

REQUEST:

Agreement to use the NHSSBS Collaborative contract 'LINK IT' for ICT hardware requirements .

Title:

Agreement for Provision of ICT hardware.

Executive Summary:

Following a review of ICT spend as well as consultation with key stakeholders; it was evident that the ICT team required access to a supplier or framework agreement to ensure compliance with contract standing orders and to obtain value for money within their annual budgets when procuring ICT hardware such as desktop PC's, laptops, monitors and servers.

From looking at options within the marketplace and potential routes to market, it was evident that due to the volume requirements the force has for ICT hardware over the next 2 financial years, a sole tender exercise would not necessarily provide value for money or the most efficient route to market as it would target ICT re-sellers to bid for the contract rather than the manufacturer themselves due to low volume requirements

It became apparent from analysis on the current ICT marketplace and also from reviewing contract pricing from the previous time the force contracted direct with Hewlett Packard, that a collaborative framework agreement which allowed purchasing hardware direct from the manufacturer would offer the most efficient, compliant and cost effective route of procuring ICT hardware.

Decision:

The Police and Crime Commissioner agrees to use the collaborative contract 'LINK IT' for the provision of ICT hardware until expiry of the framework agreement on 30th November 2016.

Implications:

Has consideration been taken of the following:	Yes	No
Financial	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Legal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Equality & Diversity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Human Rights	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Risk	<input checked="" type="checkbox"/>	<input type="checkbox"/>

(If yes please provide further details below)

Decision Required – Supporting Information

Financial Implications: (Must include comments of the PCC's CFO where the decision has financial implications)

It is estimated that the following hardware will be purchased during the next 2 financial years; 150 desktops, 25 laptops.
This would represent a total saving of £16,636.50 if these items were procured through the NHSSBS framework.

Legal Implications: (Must include comments of the Monitoring Officer where the decision has legal implication)

Contracts to be awarded under NHSSBS terms and conditions.
(There are no legal implications).

Equality and Diversity Implications

All Diversity and Equality considerations have been taken into account as part of the initial NHSSBS tendering process. There are no Diversity and Equality implications.

Human Rights Implications

There are no Human Rights implications associated with the award of the NHSSBS ICT framework contract.

Sustainability Implications

All Sustainability considerations have been taken into account as part of the initial NHSSBS tender process. There are no sustainability implications.

Risk Management Implications

There is no risk implications associated with the award of these contracts.
The recommended bidders have a very comprehensive understanding of the contract requirements and have significant experience within the ICT hardware industry

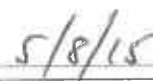
OFFICER APPROVAL**Chief Executive**

I have been consulted about the decision and confirm that financial, legal, and equalities advice has been taken into account. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.

Signed: _____

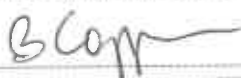


Date: _____

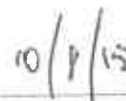

Police and Crime Commissioner:

The above request HAS / ~~DOES NOT HAVE~~ my approval.

Signed: _____



Date: _____



Report of the Chief Constable to the Police and Crime Commissioner for Cleveland.

Status: For Decision

Procurement Report for the Provision of ICT hardware

1. Purpose

- 1.1 The purpose of this report is to seek approval for Cleveland Police to purchase ICT hardware requirements from the collaborative NHSSBS ICT framework contract 'LINK IT'.

2. Recommendations

- 2.1 That the report is noted.
- 2.2 The Police and Crime Commissioner agrees to use the collaborative contract 'LINK IT' for the provision of ICT hardware until expiry of the framework agreement on 30th November 2016.

3. Background

- 3.1 Following a review of ICT spend as well as consultation with key stakeholders; it was evident that the ICT team required access to a supplier or framework agreement to ensure compliance with contract standing orders and to obtain value for money within their annual budgets when procuring ICT hardware such as desktop PC's, laptops, monitors and servers.
- 3.2 From looking at options within the marketplace and potential routes to market, it was evident that due to the volume requirements the force has for ICT hardware over the next 2 financial years, a sole tender exercise would not necessarily provide value for money or the most efficient route to market as it would target ICT re-sellers to bid for the contract rather than the manufacturer themselves due to low volume requirements.

- 3.3 Also, a sole tender exercise for ICT hardware wouldn't really be seen as best practice within the wider public sector procurement arena as the majority of public sector organisations either procure through framework agreements directly or collaborate ICT volumes together with the aim of targeting the manufacturer to bid directly.
- 3.4 It became apparent from further analysis on the current ICT marketplace and also from reviewing contract pricing from the previous time the force contracted direct with Hewlett Packard, that a collaborative framework agreement which allowed purchasing hardware direct from the manufacturer would offer the most efficient, compliant and cost effective route of procuring ICT hardware.
- 3.5 Several framework agreements were reviewed; however the agreements mainly provided direct access to large ICT re-seller organisations that provided competitive pricing on the hardware however the pricing did include an added margin on the products from the re-seller.
- 3.6 During a meeting with the NHSSBS procurement team to look at potential collaboration opportunities across a number of key spend areas, it became apparent that there was an ICT framework agreement set up by NHSSBS that would be immediately accessible to Cleveland Police and would provide economies of scale within the volume of ICT hardware required.
- 3.7 The framework agreement titled 'LINK IT' is available to use until 30th November 2016 and provides access to procure from the ICT manufacturers direct rather than through ICT re-sellers, this provides a significant cost saving overall as there are no added on margins on any of the ICT hardware products.
- 3.8 A meeting was held with the ICT team to review the 'LINK IT' framework agreement and it was agreed that the framework would provide immediate support to the ICT team in delivering their annual capital and revenue replenishment programme for key ICT hardware.
- 3.9 Following approval to use the agreement, Cleveland Police can access the framework agreement immediately and procure ICT hardware until 30th November 2016.
- 3.10 The use of the NHSSBS 'LINK IT' framework agreement would ensure full compliance with contract standing orders and most importantly deliver value for money for Cleveland Police.

4. Implications

4.1 Finance

The table below shows an example of the pricing difference of several categories of ICT hardware between procuring through the NHSSBS framework and procuring directly from an ICT re-seller.

Category of hardware	Pricing NHSSBS Framework	Pricing ICT Reseller	Pricing difference
Desktop	£289.09	£385.00	-£95.91
Laptop	£450.00	£540.00	-£90.00

It is estimated that the following hardware will be purchased during the next 2 financial years; 150 desktops, 25 laptops.

This would represent a total saving of £16,636.50 if these items were procured through the NHSSBS framework.

4.2 Legal

Contracts to be awarded under NHSSBS terms and conditions. (There are no legal implications).

4.3 Diversity & Equal Opportunities

All Diversity and Equality considerations have been taken into account as part of the initial NHSSBS tendering process. There are no Diversity and Equality implications.

4.4 Human Rights Act

There are no Human Rights implications associated with the award of the NHSSBS ICT framework contract.

4.5 Sustainability

All Sustainability considerations have been taken into account as part of the initial NHSSBS tender process. There are no sustainability implications.

4.6 Risk

There is no risk implications associated with the award of these contracts. The recommended bidders have a very comprehensive understanding of the contract requirements and have significant experience within the ICT hardware industry.

5. **Conclusions**

5.1 The NHSSBS ICT framework contract has been awarded in compliance with EU Legislation.

5.2 Procuring through the NHSSBS ICT framework agreement will ensure increased efficiency and value for money to the Police and Crime Commissioner of Cleveland and Cleveland Police for ICT hardware purchases.

Jacqui Cheer
Chief Constable