

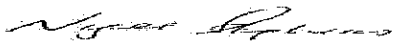

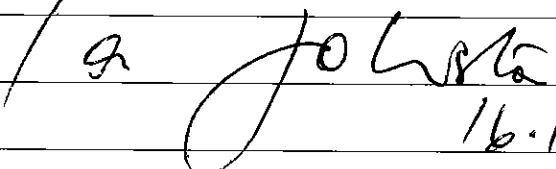
DECISION NO: PCCG-2015-070	
<u>OFFICE OF POLICE AND CRIME COMMISSIONER</u>	
LEAD CHIEF OFFICER:	Nigel Stephens, Assistant Chief Officer - Resources
TITLE:	Framework for the Supply, or Supply and Fit of Vehicle Livery Markings for Police Vehicles
DATE:	6 November 2015
TIMING:	Urgent
PURPOSE:	Approval
1.	<u>RECOMMENDATION</u>
1.1	It is recommended that the framework for the Supply, or Supply and Fit of Vehicle Livery Markings for Police Vehicles be awarded to Supplier E in accordance with paragraph 84 of the Manual of Governance. Supplier E scored the highest following the completion of a Most Economically Advantageous Tender (MEAT) process.
1.2	The framework will be awarded for a period of three (3) years with an option to extend for an additional one (1) year period.
2.	<u>INTRODUCTION & BACKGROUND</u>
2.1	The current framework arrangement for Supply, or Supply and Fit of Vehicle Livery Markings for Police Vehicles was originally awarded in June 2011 to a single supplier. Gwent Police were the lead force for this national framework which was awarded for a period of four (4) years and utilised by several forces including, South Wales and Dyfed Powys.
2.2	An extension to the current arrangement was granted to allow for a procurement strategy to be completed assessing the best route for the forces to fulfil their livery requirements. A benchmarking exercise was carried out against another police framework led by Devon and Cornwall, but the results showed that the Devon and Cornwall framework arrangement was not best value.
2.3	The decision was taken to commence a procurement process for a new framework incorporating the requirements of Gwent, South Wales, Dyfed Powys and North Wales Police forces. The four forces agreed to collaborate on this opportunity.
2.4	The four forces were asked to submit their requirements for vehicle livery, their vehicle fleet numbers and any approximate usage for the next three (3) years. The forces were unable to provide usage numbers due to the uncertainty on when the forces would be purchasing replacement vehicles.

2.5	The new procurement process was carried out in accordance with the European Directives and Manual of Governance to award a new framework to a single supplier. The process followed the open procurement procedure as there are a limited number of suppliers capable of providing the provision in the market. Suppliers were required to complete the Invitation To Tender (ITT) document which contained the requirements for the forces.																												
2.6	The ITT submissions from potential suppliers were evaluated by the Workshop Manager, Fleet Department Gwent Police, and the evaluation facilitated by the Senior Procurement Officer, Gwent Police. The three other forces declined the offer to evaluate tender responses.																												
3.	<u>ISSUES FOR CONSIDERATION</u>																												
3.1	Nineteen suppliers successfully accessed the tender documents on the eTenderWales Portal, of which six suppliers submitted a response before the deadline of 17:00 on Friday 11 September 2015.																												
3.2	As part of the ITT document, suppliers had to firstly complete and pass the Qualification stage which consisted of questions relating to Business Finances, Capacity & Capability, Sustainability and Supplier Acceptability. All six suppliers passed and were able to progress to the evaluation of their technical and commercial responses.																												
3.3	The six suppliers' technical and commercial responses were evaluated based on the MEAT evaluation criteria of 60% Price (commercial) and 40% Quality (technical), which incorporated tender responses questions.																												
3.4	Below is a full break down of the scores achieved by the six suppliers;																												
	<table border="1"> <thead> <tr> <th>Supplier</th> <th>Quality Score</th> <th>Price Score</th> <th>Total Score</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>30.67</td> <td>51.44</td> <td>82.11</td> </tr> <tr> <td>B</td> <td>22.22</td> <td>47.65</td> <td>69.87</td> </tr> <tr> <td>C</td> <td>30.22</td> <td>44.13</td> <td>74.35</td> </tr> <tr> <td>D</td> <td>30.67</td> <td>40.70</td> <td>71.37</td> </tr> <tr> <td>E</td> <td>34.22</td> <td>60.00</td> <td>94.22</td> </tr> <tr> <td>F</td> <td>28.00</td> <td>56.41</td> <td>84.41</td> </tr> </tbody> </table> <p>The Workshop Manager agreed the scores detailed in the table and has agreed with the successful supplier identified following the completion of the process.</p>	Supplier	Quality Score	Price Score	Total Score	A	30.67	51.44	82.11	B	22.22	47.65	69.87	C	30.22	44.13	74.35	D	30.67	40.70	71.37	E	34.22	60.00	94.22	F	28.00	56.41	84.41
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4.	<u>NEXT STEPS</u>																												
4.1	On approval of the report, all suppliers will be issued with ten day standstill letters in line with European Directives, notifying of our intention to award the framework. Subject to any challenges, which may happen during the standstill period, Supplier E will be officially awarded the framework and initiate their implementation plan for the service to commence on 1 November 2015.																												
5.	<u>FINANCIAL CONSIDERATIONS</u>																												
5.1	In the past three (3) financial years, Gwent have spent approximately £35,000 per annum on vehicle livery with the incumbent supplier. This has covered																												

	<p>livery provision for new vehicles and replacement livery for existing vehicles in the fleet.</p> <p>For the other forces in the arrangement, South Wales have spent approximately £33,500 per annum, Dyfed Powys, approximately £28,000 per annum and North Wales approximately £46,500 per annum.</p>
5.2	Suppliers were unable to provide more competitive pricing during this process; the forces were unable to commit to definite numbers or requirements for livery for the period of the framework. This may result in an increase in spend for the forces during the period of the framework.
5.3	During the commercial evaluation, Supplier E scored the highest based on the scenarios provided in the ITT document. The scenarios incorporated a range of requirements for both half and full battenburg livery across four different vehicle categories which included medium hatch/saloon, intermediate hatch/saloon, large hatch/saloon and large panel van.
5.4	Due to the current programme in place with the force's fleet, it is envisaged that spend by the force for the remainder of this financial year to be zero on new vehicle livery. There will be some spend on replacement livery but this cannot be calculated as this is classified as unplanned work. Further spend during the framework period will occur within the vehicle replacement programme.
6.	<u>PERSONNEL CONSIDERATIONS</u>
6.1	There are no personnel considerations related to this contract.
7.	<u>LEGAL IMPLICATIONS</u>
7.1	This report has been submitted in line with the Manual of Governance and European Directives.
7.2	Joint Legal Services reviewed and agreed the ITT including terms and conditions prior to issue.
8.	<u>EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS</u>
8.1	This report has been considered against the general duty to promote equality, as stipulated under the Single Equality Plan and has been assessed not to discriminate against any particular group.
8.2	In preparing this report, consideration has been given to requirements of the Articles contained in the European Convention on Human Rights and the Human Rights Act 1998.
9.	<u>RISK</u>
9.1	<p>The risks for the Commissioner if the contract is not approved are identified as:</p> <ul style="list-style-type: none"> • Non-compliant spend will be carried out by the force for vehicle livery products. • Damaged vehicle livery would not be able to be replaced, resulting in poorly

	<p>kept and maintained vehicles.</p> <ul style="list-style-type: none"> • New vehicles purchased by the force during the framework would not be able to have livery applied for usage on the roads.
10.	<u>PUBLIC INTEREST</u>
10.1	Following approval of this report by the Commissioner, this document will be made available to the public.
11.	<u>CONTACT OFFICER</u>
11.1	David Hatchley, Senior Procurement Officer
12.	<u>ANNEXES</u>
12.1	N/A

For OPCC use only

Office of the Chief Constable I confirm that Framework for the Supply, or Supply and Fit of Vehicle Livery Markings for Police Vehicles report has been discussed and approved at a formal Chief Officers' meeting. It is now forwarded to the OPCC for approval purposes.	
Signature: 	
Date: 9 November 2015	
	Tick to confirm (if applicable)
Financial The Chief Finance Officer has been consulted on this proposal.	✓
OPCC (insert name) The Chief Executive has reviewed the request and is satisfied that it is correct and consistent with the PCC's plans and priorities.	✓
Legal The legal team have been consulted on this proposal.	N/A
Equalities The Equalities Officer has been consulted on this proposal.	N/A
Chief Executive/Deputy Chief Executive I have been consulted about the proposal and can confirm that financial, legal, equalities etc... advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate report to be submitted to the Police and Crime Commissioner for Gwent.	
Signature: 	
Date: 12/11/15	
Police and Crime Commissioner for Gwent I confirm that I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. The above request has my approval.	
Signature: 	
Date: 16.11.15.	

