

NORTH EAST DERBYSHIRE DISTRICT COUNCIL

RECORD OF DECISION TAKEN BY THE EXECUTIVE DIRECTOR - OPERATIONS

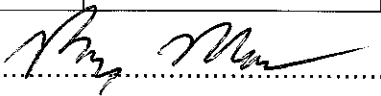
17th March 2015

Acquisition of AV and Microphone Equipment for District Council Offices, Mill Lane

Authority for decision	Decision	Reasons	Alternative options considered	Conflicts of interest
<p>Section 9.13 of the scheme of officer delegation gives power to Executive Directors to deal with procurement matters acting at all times within the Council's Financial and Contract Procedure Rules</p>	<p>To appoint Nuway to provide the Council's AV and microphone solution for the District Council Offices at Mill Lane, Wingerworth at a cost of £45,709.95 which is broken down as follows:</p> <p>AV: £21,434 Microphones:£23,325.95 Removal/reinstallation of existing equipment: £950 Training: no charge</p>	<p>Formal quotations were sought through the Source Derbyshire website on the basis of two options for AV equipment and two options for microphones.</p> <p>A total of 13 quotes were received. A tender evaluation panel comprising the Council Leader, Leader's PA, Governance Manager and Servicedesk Manager considered the quotes.</p> <p>The tender evaluation panel felt that the options with a different AV display in each committee room and 35 microphones would provide best value for money.</p> <p>On the basis of the options decided and the quotations considered, Nuway provided the most economically advantageous tender and scored the highest on the evaluation.</p>	<p>Twelve other options were considered by the tender evaluation panel but were rejected and feedback was given.</p>	<p>None</p>

Please complete the following where relevant:

Key Decision?	Confidential/ Exempt (if yes, please state paragraph)?	Do General Exception or Special Urgency Rules apply to this decision?	Consultation has taken place with the Section 151 & Monitoring Officer?	The Leader, Deputy Leader or relevant Portfolio Member have been consulted?
No	No	No	Yes	Yes

Authorising Signature: 

Job title: Executive Director – Operations

To be completed by PA to Director of Transformation:

Unique Reference Number: DD/053/15/GG

Date decision may be implemented following call in (if necessary): N/A

Circulation to:

Councillors
Chief Executive
Monitoring Officer
Section 151 Officer
Scrutiny Officer
Internal Audit