



North Devon Council

MeetingDate

Request for Waiver

1. NAME AND JOB TITLE OF OFFICER REQUESTING WAIVER:

Nick Dabney, Specialist Technical Housing Officer (Adaptations)

2. TITLE OF PROPOSED CONTRACT:

Disabled Facilities Grant Ref: WK/202201918

The proposed contract for the above will be between £5,000 and £39,999.

With this RFW I include a copy of the specification or brief which has been prepared for this contract and which details the goods, services and/or works which will be provided.

Specification Attached (and provide a brief description of the contract below):
External ramp to allow wheelchair access to the property

I can also confirm that the contract terms which will be used for this contract will be the Council's standard terms and conditions for goods and services or (where relevant) works or, where this is not the case, I have sought the approval of Legal Services to the alternative terms and conditions that I propose to use for this contract.

In accordance with the Council's Contract Procedures Rules, three alternative quotes should be obtained and the lowest quotation should be accepted.

I can confirm that I have sought advice from Legal Services and we have agreed that it is appropriate that this requirement be waived for the following reason(s):

*(Delete A, B **OR** C as applicable)*

B Received fewer than three price quotes

NOTE: This form, and the decision, must be kept on file and properly recorded for audit purposes.

It is a legal requirement that details of the contract being procured pursuant to this RFW must be included on the Council's Contract Register. A copy of this RFW must be sent to supplyingndc@northdevon.gov.uk immediately following approval.



3. THE PROPOSAL IS TO AWARD THIS CONTRACT TO THE FOLLOWING SUPPLIER:

Inyanga Moon, based on the lowest quotation amount of the two quotations.

4. DETAIL

I can confirm that, despite non-compliance with the requirement to seek at least three quotes, the award of this contract to the above supplier will be best value for the Council for the following reason(s):

Quotations were sent to 7 contractors via the portal. Unfortunately only two quotations were returned within the three week deadline.

Where quotes were received (option B or C above) please provide summary information below:

Quotation 1:

Does the quotation conform to the provided specification? Y

Supplier Name: Inyanga Moon

Quotation Price: £7,946.13

Quotation 2:

Does the quotation conform to the provided specification? Y

Supplier Name: J.E Stacey

Quotation Price: £22,770.00

Quotation 3:

Does the quotation conform to the provided specification? N

(If no, please provide detail)

Supplier Name: n/a

Quotation Price: n/a

(Add more as appropriate)

5. DECISION TO BE MADE BY: Jon Triggs, Director of Resources and Deputy Chief Executive

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To be completed by Decision Taker:

6. REQUEST FOR WAIVER AUTHORISED BY DECISION TAKER?: Yes

7. DECISION TAKER'S COMMENTS: Quotations were sought from 7 contractors, only 2 returned and lowest compliant price accepted.

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