



## 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 (DFG) Ref: WK/202307771

The proposed contract for the above will be between £12,000 (inc VAT) and £120,000 (inc VAT).

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): Adaptations to provide full wheelchair access to a private dwelling (both externally and internally of the property). Works to include door widening throughout, and access to the rear garden area.*

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)*

~~**A Obtaining three price quotes is not appropriate**~~

~~**B Received fewer than three price quotes**~~

~~**C Supplier with lowest price quote is not suitable and/or higher price quote is more suitable**~~

**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](mailto:supplyingndc@northdevon.gov.uk) immediately following approval.



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

MJS

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):

The quotation received from MJS was the lower of the two quotations returned via the Supplying the Southwest Portal. Three contractors were invited to quote, within a 21 day deadline. The estimated cost of works for this job was £30K to include £10K for a complex level access shower (separate grant type), therefore the proposed cost is within the estimated cost of £20K.

*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 / N*

*(If no, please provide detail)*

*Supplier Name: MJS*

*Quotation Price: £16,700.00*

Quotation 2:

*Does the quotation conform to the provided specification? Y / N*

*(If no, please provide detail)*

*Supplier Name: Kohtalo*

*Quotation Price: £57,533.92*

Quotation 3:

*Does the quotation conform to the provided specification? Y / N*

*(If no, please provide detail)*

*Supplier Name: Westcountry Ltd*

*Quotation Price: No quotation returned.*

*(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: Three contractors were requested for quotations, only two quotes returned and lowest compliant quote accepted.
8. DATE OF DECISION: 02/04/2024

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