



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/202209776

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):
Works are to provide and install 'touch free' electrical items throughout the clients home to include lighting, heating, body dryer, taps, shower controls and provision of a level access shower within the family bathroom.

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 immediately following approval.



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

North Devon Homes Ltd (Landlord of client) via Homes 2 Homes

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):

Quotation invitations sent via portal to 4no contractors, only two quotations returned (WMS & Living Needs). Quotation from landlord sourced direct (due to concerns with product warranty), prior to RFW request. Following a conversation with WMS (The contractor with the lowest quotation) it has been confirmed due to current workloads and staff resources, the works will not start for a minimum of 12-14 weeks (with further delays expected). The landlord of our client can arrange the works via their Homes 2 homes teams within 1 week, with a provision start date of 16/04/2024 (pending RFW approval) or 29/04/2024. Any delays to the start date will have a negative impact on our client's mental health and also impact the wider family's general well-being.

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: WMS

Quotation Price: £11,083.40

Quotation 2:

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

(If no, please provide detail)

Supplier Name: North Devon Homes Ltd

Quotation Price: £12,068.30

Quotation 3:

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

(If no, please provide detail)

Supplier Name: Living Needs

Quotation Price: £14,803.80

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(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: As outlined in the request, lowest quotation cannot commence works for at least 3 months; next lowest quotation only £1k difference and can start work within 1 week which is important for the well-being of the client.

8. DATE OF DECISION: 15/04/2024

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