



## North Devon Council

MeetingDate

### Request for Waiver

1. NAME AND JOB TITLE OF OFFICER REQUESTING WAIVER:

Xavier Bristow, Building Surveyor.

2. TITLE OF PROPOSED CONTRACT:

External decorations at Butchers Row in Barnstaple

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):*  
External decorations and minor repairs at Butchers Row, in Barnstaple.

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):

#### **Urgent timescale of procurement and commencement of works.**

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

[Grills Renovations Ltd.](#)

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):

**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.



We have sought and obtained three quotes but timescales prevented full procurement process.

*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: Grills Renovations Ltd.*

*Quotation Price: £45,059.00*

Quotation 2:

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

*(If no, please provide detail)*

*Supplier Name: North Devon Decorating and Tiling*

*Quotation Price: £98,970.00*

Quotation 3:

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

*(If no, please provide detail)*

*Supplier Name: Westcountry Maintenance Services Ltd. (WMS)*

*Quotation Price: £47,518.01*

*(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 quotes sought from local contractors due to timescale requirements for the works and lowest compliant price accepted to demonstrate value for money.
  
8. DATE OF DECISION: 18/03/2025

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

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