

## **OFFICER KEY DECISION**

Decision: Award of Contract to Insight Direct

### **(i) Details of decision**

To award the contract for the procurement of laptops and docks on the basis that this was the most economically advantageous tender.

The procurement for this contract was an open procedure which was undertaken in accordance with the Public Contract Regulations 2015.

This contract is for the purchase of 280x HP 840 G5 and 280x USB-C Docks

The cost of the tender from Insight Direct is £203,635.60. The payment for which will be upon delivery of the goods. This cost is consistent with the budget approved by Full Council on 10<sup>th</sup> July 2018

### **(ii) Reasons for decision**

The tender and evaluation process was completed on 17<sup>th</sup> September 2018

This procurement is a key decision, and as such requires an Officer Decision in order for the contract to be awarded

### **(iii) Details of any alternative options considered and rejected**

None

### **(iv) Conflicts of Interest and any Dispensations Granted**

(Any conflict of interest declared by any Portfolio Holder consulted in relation to the decision to be recorded and any dispensations granted)

None

Decision taken by:

(i) Name: Paul Anderson

(ii) Designation: Executive Head of Service (Resources)

Date of Decision: 18<sup>st</sup> September 2018

Date of Publication of Record of Decision:

Date decision effective (i.e. 5 working days after date of publication of record of decision unless subject to call-in by the Scrutiny Committee)