

METROPOLITAN BOROUGH OF WIRRAL

FINANCE AND BEST VALUE OVERVIEW AND SCRUTINY COMMITTEE

26 SEPTEMBER 2006

REPORT OF THE DIRECTOR OF FINANCE

PROCUREMENT EVALUATION PROCESS MODEL GUIDANCE

1. EXECUTIVE SUMMARY

- 1.1. The Executive Board on 19 June 2006, agreed to recommend approval of the revised Contracts Procedure Rules.
- 1.2. Contracts Procedure Rule 14.1 (ii) refers to 'an appropriate evaluation model to be adopted when awarding tenders'. It also refers to 'Guidance' in choosing appropriate selection and evaluation models issued by the Procurement Unit.
- 1.3. The report which presents the proposed guidance to be used by procurement project teams as a point of reference in all future major procurement projects was presented to the Cabinet on 28 June 2006 where it was referred to this Committee.

2. BACKGROUND

- 2.1. The revised Corporate Procurement Strategy (CPS) was approved by Cabinet on 5 October 2005.
- 2.2. Within paragraph 2.5 of the revised CPS it states 'Best Value' will be obtained by choosing the provider that offers 'the optimum combination of whole life costs and benefits to meet Council requirements'.
- 2.3. The revised Contracts Procedure Rules underpin this objective, and the guidance on selecting tenderers and evaluating tenders gives direction to Members and officers on who will be involved in ensuring that value for money is achieved within the procurement processes.

3. PROPOSED EVALUATION MODEL GUIDANCE

- 3.1. The proposed evaluation Model Guidance is appended to this report.
- 3.2. The guidance sets out various models to be applied, within the procurement process, for both the selection of tenderers at pre-qualification and the evaluation of bids for award.

- 3.3. Whilst the focus on cost still remains a vital ingredient within the award of contracts, the guidance will assist in reaching procurement decisions that reflect the broader objectives and priorities the Council is seeking to achieve.
- 3.4. The Guidance does not predetermine the criteria that will be measured and scored within a procurement contract. These will be determined by Members and officers on a project specific basis. It merely suggests various models/frameworks that should be considered in achieving best value for the council.
- 3.5. All models on strategic high risk/high value projects will be subject to Member, Project Board and/ or Procurement Unit approval.

4. **FINANCIAL IMPLICATIONS**

- 4.1. There are none arising directly from this report.

5. **EQUAL OPPORTUNITY IMPLICATIONS**

- 5.1. There are none arising directly from this report.

6. **COMMUNITY SAFETY IMPLICATIONS**

- 6.1. There are none arising directly from this report.

7. **HUMAN RIGHTS IMPLICATIONS**

- 7.1. There are none arising directly from this report.

8. **LOCAL AGENDA 21 IMPLICATIONS**

- 8.1. There are none arising directly from this report.

9. **PLANNING IMPLICATIONS**

- 9.1. There are none arising directly from this report.

10. **MEMBER SUPPORT IMPLICATIONS**

- 10.1. There are none arising directly from this report.

11. **RECOMMENDATION**

- 11.1 That the Evaluation Model Guidance be approved.

IAN COLEMAN
DIRECTOR OF FINANCE

FNCE/200/06