

Contract Number

[Empty box for Contract Number]

Contract Regulations Exemption Request Form



South Cambridgeshire District Council

Section 1 - Officer Completes

Your Name: Anita Goddard	Approval required from: Stephen Hills (See notes below)
Contract Title: External Wall Insulation	Budget Value: £1,002,214.38 Contract Value: £1,002,214.38
Supplier: Climate Energy	Supplier Code: (from the Council's FMS System)
Valid Reasons for Exemption:	
No Competition	<input type="checkbox"/> <input type="checkbox"/> Documentary evidence exists (list in Supporting Info)
Unforeseen emergency	<input type="checkbox"/>
Collaborative procurement arrangement	<input checked="" type="checkbox"/>
Exemption from using a corporate contract	<input type="checkbox"/> <input type="checkbox"/> Technical <input type="checkbox"/> Capacity <input type="checkbox"/> Conflict of Interest
Gas or electricity purchase	<input type="checkbox"/>
Extension of existing contract	<input type="checkbox"/> <input type="checkbox"/> Existing contract has provision for extension
Regulation Paragraph From Contract Regulations:	(3.4.3.2)

Following a mini competition by Eastern Procurement through their framework contract, 3 bidders provided bids and Climate Energy provided the most economical bid.

3.4.3.2 All purchases from any Government or Local Authority Purchasing Consortium are deemed to comply with Contract Regulations.

Legal or Procurement Consulted	<input checked="" type="checkbox"/>
Person consulted: Sean Missin	Date: January/February 2015

Section 2 - Authoriser Completes and copies to Requesting Officer, CFO, Procurement & Legal

Approved by: (Signature)	Date:
	5/5/15
Comments:	

Routing information (who can authorise this exemption request):

Scenario	To
Level 1 to 1 1/2 £5,001 - £12,500	Service Manager
Level 1 1/2 to Level 4 £12,501 - £120,000	Director
Over Level 4 £120,001 - EU Value	Chief Executive Executive Director

Notes:

- To electronically check one of the exemption options
 - o Double left click on the box
 - o Select Checked
 - o Press OK