Contract Number

Contract Regulations Exemption Request Form

South Cambridgeshire District Council

Section 1 - Officer Completes

Your Name: Les Lazell	Approval required from: Stephen Hills (See notes below)
Contract Title: External Wall Insulation	Budget Value: £250k Contract Value: £250k
Supplier: Fosters Property Maintenance	Supplier Code: (from the Council's FMS System)

Valid Reasons for Exemption:

No Competition	☐ ☐Documentary evidence exists (list in Supporting Info)
Unforeseen emergency	☐
Collaborative procurement arrangement	☒
Exemption from using a corporate contract	☐ ☐Technical ☐Capacity ☐Conflict of Interest
Gas or electricity purchase	☐
Extension of existing contract	☐ ☐Existing contract has provision for extension
Regulation Paragraph From Contract Regulations:	(Please paste the actual regulation here)

This is an initial contract to start the External Wall Insulation programme. A mini competition is taking place to appoint a contractor in approximately May 2015. In the interim Fosters are being appointed to start the contract as they are on the Eastern Procurement Framework contract that SCDC are entitled to use.

Legal or Procurement Consulted	☒ SM: On the basis that this is to avoid delays starting the external wall programme for 2015 and will be discontinued as soon the competitive process is complete.
Person consulted: Sean Missin	Date: 17/03/2015

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

Approved by: (Signature)	Date: 19/3/15
Comments:	

Routing information (who can authorise this exemption request)

Scenario	To
Level 1 to 1 ½ £5,001 - £12,500	Service Manager
Level 1 ½ to Level 4 £12,501 - £120,000	Corporate Manager
Over Level 4 £120,001 – EU Value	Chief Executive Executive Director

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