

Contract Number

Contract Regulations Award Form



South
Cambridgeshire
District Council

Section 1 - Officer Completes

Your Name: David Gill	Approval required from: Stephen Hills (See notes below)
Contract Title: Remedial Works - Rebuilding of Retaining Wall Elm Court, Over	Budget Value: £67,970 Contract Value: £67,970
Contract Duration From scheduled start date until completion (September 2015 until November 2015)	
Contract Regulations Followed? Award to lowest Bidder/Tenderer?	<input checked="" type="checkbox"/>
Proposed Contractor?	<input type="checkbox"/>
Creditors Reference Number (From the FMS)	Colwin Construction
Supporting Information: Following advertisement and competitive tenders, 5 bids were received and Colwin Construction provided the highest scoring submission with a score of 83.47.	
Legal or Procurement Consulted	<input checked="" type="checkbox"/> Sean Missin undertook on behalf of housing
Person consulted: Sean Missin	Date: August/September 2015

Section 2 - Authoriser Completes and copies to Requesting Officer and Procurement

Approved by: (Signature)	
Comments:	

Routing Information (who can authorise this Award):

Scenario Upto Level 1 £0 - £5,000	To An award form is not required.
Level 1 to Level 2 £5,001 - £25,000	Service Manager can authorise lowest. If not lowest then Heads of Service can accept. Only officers authorised by the Chief Finance Officer can accept ICT contracts over £500.
Level 2 to EU Value £25,001 - £139,893	Heads of Service can accept lowest bid to an unlimited value. Level 3+ requires Corporate Manager of Principle Solicitor. Only officers authorised by the Chief Finance Officer can accept ICT contracts over £500.

Notes:

- Please ensure that a copy of the approved form is sent to the Procurement Officer.
- To electronically check one of the exemption options
 - Double left click on the box
 - Select Checked
- Press OK