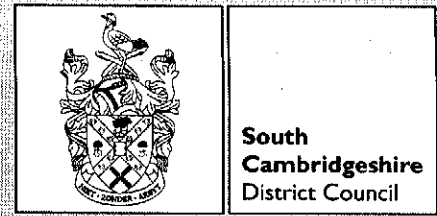


Contract Number

Empty box for Contract Number

# Contract Regulations Exemption Request Form



## Section 1 - Officer Completes

Your Name: Gareth Bell	Approval required from: Alex Colyer (See notes below)
Contract Title: Magazine Printing Contract	Budget Value: £32,928.16 per annum Contract Value: £32,928.16 per annum
Supplier: Garnett Dickinson Print Ltd	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 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 checked="" type="checkbox"/> <input checked="" type="checkbox"/> Existing contract has provision for extension
Regulation Paragraph From Contract Regulations:	3.4.6.1
The original contract was tendered in November 2011 through a competitive process. Garnett Dickinson Print were the highest scoring contractor from the bids received.	
The original contract had the provision for extensions up to an additional 2 years, this exemption form is for permission to extend up to the 2 year maximum term.	
Legal or Procurement Consulted	<input checked="" type="checkbox"/>
Person consulted: Sean Missin	Date: 30/12/2015

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

Approved by: (Signature)		Date:	4/1/2016.
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
  - o Double left click on the box
  - o Select Checked
  - o Press OK