

Procurement information (May 2023)

Local Councils are required to publish information about the contracts that are in place. Information must be included about the work undertaken, the organisation that is completing the work, the value and term of the contract, details of the procurement exercise that took place and the nature of the organisation.

One-off projects are not included below. These are procured in line with the Financial Regulations, following agreement by the appropriate Committee. Further information can be found in the Minutes of those Committees, found here: <https://www.biddulph.co.uk/minutes/>

This information is included below:

Organisation	Summary of Work and term of contract	Annual Contract Value	Procurement undertaken	Type of organisation
RGS Grounds Maintenance	Burial Grounds maintenance and Springfield Road (3-year contract, ends July 2025)	£19,700	Advertised locally through local press and website and organisations invited to submit quotations. Also, on Contract Finder in line with Procurement Policy	Small/ medium size enterprise
RGS Grounds Maintenance	Lengthsman (annual review)	Up to £8000	Advertised on website and organisations invited to submit quotations.	Small/ medium size enterprise

Organisation	Summary of Work and term of contract	Annual Contract Value	Procurement undertaken	Type of organisation
N&J Tree Services	Tree surveys (annual arrangement)	£900	Advertised on website and organisations invited to submit quotations.	Small/ medium size enterprise
AJ Environmental	Burial Ground mole assessments (annual review)	£262.50	Quotations requested from specialist providers.	Small/ medium size enterprise
BP Architecture	Specialist planning work (commissioned based on agreed specification)	2022-23-£5,230	Specialist work-organisation approached directly.	Small/ medium size enterprise
Time Assured	Clocks (annual review)	£420	Organisations invited to submit quotations.	Small/ medium size enterprise
Protech	Christmas lights installation and storage (contract in place ends January 2024).	£18,030 (additional costs incurred for replacements/repairs)	Advertised locally through local press and website and organisations invited to submit quotations.	Small/ medium size enterprise
Reliance High Tech	Lone Working Devices (annual review)	£642 per year	Organisations invited to submit quotations.	Large enterprise
Myers and Co Solicitors	Annual contract; specialist HR advice (annual review)	£1375	Three quotations requested from specialist providers.	Small/ medium size enterprise

Organisation	Summary of Work and term of contract	Annual Contract Value	Procurement undertaken	Type of organisation
Waterlogic	Provision of water dispenser and water refills (annual review)	£175	Three quotations requested from specialist providers.	Large enterprise
PHS	Sanitary bins- 3-year contract (Aug 2021-2024), three sites	£436.80 per year	Three quotations requested from specialist providers.	Large enterprise
Prism	Managed IT service (three-year agreement, ends January 2024)	£14,130 per year	Three quotations requested from specialist providers.	Small/ medium size enterprise
Fifteen	2x mobile phone contracts Wi-Fi for Town Hall (annual review)	£1084 per year	Three quotations requested from specialist providers.	Small/ medium size enterprise
Waterplus	Water supply Burial Ground and Town Hall	£3000	Local provider	Large enterprise
Evolve	Website maintenance (annual review)	£539 per year	Three quotations requested from specialist providers.	Small/ medium size enterprise
M.Gibson	Storage (annual review)	£2600 per year	Specialist provider- direct approach	Small/ medium size enterprise

ADT	Intruder and Fire Alarms- Town Hall, Visitor Centre (annual review)	£3000 per year	Quotations requested from specialist providers.	Small/ medium size enterprise
Business Products	Photocopier maintenance (annual review)	Monthly metered usage.	Three quotations requested from specialist providers.	Small/ medium size enterprise
D&G Bus	93 bus service (3-year contract, ends March 2026)	£41,000 per year	Procurement completed through Staffordshire County Council, online portal.	Large enterprise
Grenke	Photocopier hire (five-year agreement, ends 2024)	£1,832 per year	Three quotations requested from specialist providers.	Small/ medium size enterprise
NPower	Unmetered Christmas Supply	£375	Market tested 2022; best deal available.	Large enterprise
Octopus	Electricity supply- Bus Hub, Town Hall, Visitor Centre	£28,000 per year	Market tested 2022; best deal available.	Large enterprise
Opus	Town Hall Gas supply	£12,000 per year	Market tested 2022; best deal available.	Large enterprise

Moorland Contract Cleaning	Public convenience cleaning at Bus Hub and Visitor Centre (annual review)	£28,000 per year	Three quotations requested from specialist providers.	Small/ medium size enterprise
Tidysite	Town Hall, Burial Ground and Visitor Centre bins	£6400	Three quotations requested from specialist providers.	Small/ medium size enterprise
Zurich	Insurance for all sites/ assets	£2,300 per year	Three quotations requested from specialist providers.	Large enterprise