

North Lanarkshire Council Report

Finance and Resources Committee

Does this report require to be approved? ☒ Yes ☐ No

Ref: NLC-CPT-22-016

Date: 29 February 2024

Contract Award for Audio Visual Panels

From Katrina Hassell, Chief Officer (Business & Digital)

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Executive Summary

The Committee is asked to approve the award of a contract for Audio Visual Panels (the 'Agreement') to AVMI Kinly Ltd.

The Agreement is for an initial period of thirty-six months anticipated to commence on March 31st, 2024. The council reserves the right to extend the Agreement for additional periods up to a maximum of a further twelve months.

The maximum value of the Agreement is Five Million pounds Sterling (£5,000,000.00) exclusive of VAT.

Recommendations

It is recommended that the Finance and Resources Committee:

- (1) Approves the award of the Agreement to AVMI Kinly Ltd at the maximum value of Five Million pounds Sterling (£5,000,000.00) exclusive of VAT.

The Plan for North Lanarkshire

Priority All priorities

Ambition Statement (18) Ensure our digital transformation is responsive to all people's needs and enable access to the services they need

Programme of Work Digital North Lanarkshire

1. Background

- 1.1 This contract will provide a call off catalogue for the Council to purchase audio visual (AV) interactive panels, initially supporting areas of work within Education and Families and Business and Digital but anticipated to be utilised by all other service areas when requiring AV panels.
- 1.2 The requirement within the contract has previously been facilitated by various suppliers on the Scotland Excel Audio visual framework.
- 1.3 The contract will support services to offer an enhanced refresh of existing panels within establishments. Primarily, enabling Education and Families to ensure delivery of a high-quality digital learning experience across all establishments within North Lanarkshire, benefitting from cost advantages due to the potential reduction in unit price through this consolidated procurement.
- 1.4 It will additionally create a process for improved investment planning and alignment with procurement practices.
- 1.5 The contract offers the supply of hardware, installation, maintenance, support, training, and any futureproofing on the product(s) for the duration of the contract.
- 1.6 The contract will deliver certified training for end users, this will enhance the knowledge and improve the digital skills of staff across the Council.
- 1.7 The creation of a focus group made up of nominees from Education and Families defined the learning and teaching needs, whilst representatives from Business and Digital focused more on determining technical requirements that fed into the specification.
- 1.8 Supplier event days took place in October 2023 to notify our potential supplier market, enhance communication and collaboration and improve our awareness of the marketplace and its offerings by way of demonstrations of the products on offer. This helped enable the council to refine requirements relating to quality, reliability, delivery, and service.
- 1.9 The contract will allow North Lanarkshire Council to streamline purchasing of Audio-Visual Panels, creating a consistent approach across the estate delivering a quality digital learning experience.

2. Report

- 2.1 A group of technical and procurement representatives was formed to develop and agree the procurement strategy for the Agreement to enable the council to achieve maximum benefit for the requirements.
- 2.2 The initial estimated value of the Agreement dictated that the procurement procedure be undertaken in accordance with the Public Contracts (Scotland) Regulations 2015.
- 2.3 The procurement procedure was undertaken as a mini competition from the Scotland Excel framework agreement for Audio Visual Agreement number 0618 Lot 1 (the "Framework Agreement").

- 2.4 Invitation to Tender documentation was issued to four companies appointed to the Framework Agreement with the council receiving three tender submissions.
- 2.5 This recommendation to award the Agreement follows the completion of a procurement procedure where AVMI Kinly Ltd has been evaluated as demonstrating Best Value for the council.
- 2.6 Appendix 1 confirms the scoring achieved by each tenderer, further details of the procurement procedure is provided in Appendix 2 and the SME status and location of all tenderers is located within Appendix 3.

Financial / Budget Consideration

- 2.7 The pre-tender whole life estimate budget for the Agreement was £5, 000,000.00. Following completion of the procurement procedure, the maximum value of the Agreement to be awarded is Five Million Pounds Sterling (£5,000,000.00) exclusive of VAT.
- 2.8 Historical spend data shows North Lanarkshire Council's spend from April 2020 – October 2023 was £1,260,484.00.
- 2.9 Costs associated with specific use of the Agreement will be met by individual budget holders.

Price Stability

- 2.10 The pricing is fixed for the duration of the contract.

Community Benefits

- 2.11.1 The council is committed to maximising the delivery of community benefits associated with this framework.
- 2.11.2 Within their tender, AVMI Kinly Ltd committed to deliver the following community benefits within the Agreement:

Community Benefit Type	Quantity Committed
Donation of materials and or labour	4
Donation of IT equipment	4

Fair Work First

- 2.12 Within their tender submission, AVMI Kinly Ltd advised that they will commit to key areas of the Scottish Governments "Fair Work First" initiative.

Contract Management

- 2.13 Officers from Business and Digital will be responsible for managing the Agreement which will be undertaken in accordance with the contract and supplier management conditions applied within the Agreement.
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3. Measures of success

3.1 The Agreement will deliver the following outcomes;

- Best Value demonstrated through the completion of a mini competition from the Scotland Excel, Audio Visual framework.
- Delivery of a high-quality digital learning experience using the latest technology.
- Consistency across all schools, establishments, and other council service areas.
- Futureproofing the experience of learning and teaching.
- Full support model in place for all establishments with service level agreements in place.
- Certified training on new technology.

4. Supporting documents

Appendix 1 Summary of Tender Evaluation Process
Appendix 2 Summary of Procurement Process
Appendix 3 SME Status and Location of All Tenderers



Katrina Hassell
Chief Officer (Business and Digital)

5. Impacts

5.1 Public Sector Equality Duty and Fairer Scotland Duty Does the report contain information that has an impact as a result of the Public Sector Equality Duty and/or Fairer Scotland Duty? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please provide a brief summary of the impact? If Yes, has an assessment been carried out and published on the council's website? https://www.northlanarkshire.gov.uk/your-community/equalities/equality-and-fairer-scotland-duty-impact-assessments Yes <input type="checkbox"/> No <input type="checkbox"/>
5.2 Financial impact Does the report contain any financial impacts? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, have all relevant financial impacts been discussed and agreed with Finance? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact? An initial commitment will be made from capital funding, ongoing spend will come from service revenue or associated capital budgets.
5.3 HR policy impact Does the report contain any HR policy or procedure impacts? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, have all relevant HR impacts been discussed and agreed with People Resources? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact?
5.4 Legal impact Does the report contain any legal impacts (such as general legal matters, statutory considerations (including employment law considerations), or new legislation)? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, have all relevant legal impacts been discussed and agreed with Legal and Democratic? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact?
5.5 Data protection impact Does the report / project / practice contain or involve the processing of personal data? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, is the processing of this personal data likely to result in a high risk to the data subject? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, has a Data Protection Impact Assessment (DPIA) been carried out and e-mailed to dataprotection@northlan.gov.uk Yes <input type="checkbox"/> No <input type="checkbox"/>

5.6	<p>Technology / Digital impact</p> <p>Does the report contain information that has an impact on either technology, digital transformation, service redesign / business change processes, data management, or connectivity / broadband / Wi-Fi?</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If Yes, please provide a brief summary of the impact?</p> <p>This contract will deliver new and improved technology, with a consistent approach across NLC.</p> <p>Where the impact identifies a requirement for significant technology change, has an assessment been carried out (or is scheduled to be carried out) by the Enterprise Architecture Governance Group (EAGG)?</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
5.7	<p>Environmental / Carbon impact</p> <p>Does the report / project / practice contain information that has an impact on any environmental or carbon matters?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, please provide a brief summary of the impact?</p>
5.8	<p>Communications impact</p> <p>Does the report contain any information that has an impact on the council's communications activities?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, please provide a brief summary of the impact?</p>
5.9	<p>Risk impact</p> <p>Is there a risk impact?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, please provide a brief summary of the key risks and potential impacts, highlighting where the risk(s) are assessed and recorded (e.g. Corporate or Service or Project Risk Registers), and how they are managed?</p>
5.10	<p>Armed Forces Covenant Duty</p> <p>Does the report require to take due regard of the Armed Forces Covenant Duty (i.e. does it relate to healthcare, housing, or education services for in-Service or ex-Service personnel, or their families, or widow(er)s)?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, please provide a brief summary of the provision which has been made to ensure there has been appropriate consideration of the particular needs of the Armed Forces community to make sure that they do not face disadvantage compared to other citizens in the provision of public services.</p>
5.11	<p>Children's rights and wellbeing impact</p> <p>Does the report contain any information regarding any council activity, service delivery, policy, or plan that has an impact on children and young people up to the age of 18, or on a specific group of these?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, please provide a brief summary of the impact and the provision that has been made to ensure there has been appropriate consideration of the relevant Articles from the United Nations Convention on the Rights of the Child (UNCRC).</p> <p>If Yes, has a Children's Rights and Wellbeing Impact Assessment (CRWIA) been carried out?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

Appendix 1 – Summary of Tender Evaluation Process

Final Rank	Tenderer Name	Total Tender Score (%)	Recommended for Award (Yes / No)
1	AVMI Kinly Ltd	97.50%	Yes
2	SSUK Ltd	91.76%	No
3	Mediascape Ltd	77.86%	No

Appendix 2 – Summary of Procurement Process

	Response			
CPT Contract Reference Allocated:	NLC-CPT-22-016			
Procurement Procedure Utilised:	Mini Competition			
Governing Legislation / Regulations:	Public Contracts (Scotland) Regulations 2015			
Date Contract Strategy Approved:	21 June 2023			
Framework / DPS Owner:	Scotland Excel			
Framework / DPS Title:	Audio Visual			
Framework / DPS Reference Number:	0822			
Lot Reference / Title:	Lot 1 Audio Visual Equipment			
Companies Appointed to Framework / Lot:	4			
Number of Companies Invited to Take Part:	4			
Date ITT Published:	08 December 2023			
Tender Platform Utilised:	PCS-Tender (PCST)			
Tender Return Deadline:	12 January 2024			
Number of Tenders Received:	3			
Tenders from SME's:	2			
Tenders from NLC Based Tenderers:	0			
Tenders from Supported Businesses:	0			
Number of Non-compliant Tenders:	0			
Number of Compliant Tenders:	3			
Number of Recommended Tenderers:	1			
Basis of Award:	Quality:	30%	Price:	70%
Evaluation Team:	Grant Reid, Ronnie Buick, Heather Mooty, Eileen Kerr			
Anticipated Start Date of the Agreement:	31 March 2024			
Total Agreement Period (Months):	48			
Awarded Value of the Agreement:	£5,000,000.00			

Appendix 3 – SME Status and location of all Tenderers

Name of Tenderer	Size of Tendering Organisation (Micro, Small, Medium or Large)	Location (Local Authority / Council Area)
AVMI Kinly Ltd	Large	Middlesex
SSUK Ltd	SME	Glasgow
Mediascape Ltd	SME	East Kilbride