

Decision Recording Form

Title	Disabled Adaptations – Level Access Showers	Decision Maker	Head of Housing and Community Services
Date of decision	11 th June 2021	Source of authority	Constitution, Part 3, section 5, 8.2
Date of Publication			

Background and Reason for decision

Why it is being made listing reasons for the decision

A closed quotation procurement process using Suffolk e-sourcing has been completed for the services of a contractor to convert five bathrooms within the Councils housing stock into Level Access Shower rooms suitable for disabled people.

The contract is for 3 months and the successful contractors (Fosters Property Maintenance Ltd) bid was £26,486.44. The overall tender was evaluated on selection criteria of 70% price and 30% quality.

Alternative options considered and why rejected

The successful contractor provided the most advantageous tender and was able to demonstrate they had the technical experience to provide the necessary works.

List any background documents

None

Any Crime & Disorder, Equality, Social Value in Contracts, HR, Legal, Financial, ICT or Property implications

None

Anyone who has been consulted during the decision making process

Not applicable. The tender requirement was advertised using Suffolk e-sourcing

Conflict of interest	N/A	Relevant Portfolio(s)	Housing
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ALL WARDS		Use a Y in the table below to mark the wards affected if not all wards							
NW		NE		CENTRAL		SW		SE	
Castle Hill		Bixley		Alexandra		Bridge		Gainsborough	
Whitton	x	Rushmere		St Margaret's		Gipping	x	Holywells	
Whitehouse	x	St John's		Westgate	x	Sprites		Priory Heath	
						Stoke Park			

Once complete the Decision Maker must send this form and any background documentation for publication to Monitoring.officer@ipswich.gov.uk

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