

Decision Recording Form

Title	Procurement of Electronic Point of Sale (EPoS)	Decision Maker	Chief Executive
Date of decision	17.07.2023	Source of authority	Constitution, Part 3, Section 5, paragraph 8.2 a & b and Part 4, Section 7 paragraph 2.12
Date of Publication			

Background and Reason for decision

The Council requires a theatre focused hybrid EPOS (electronic point of sale) contract for its operations at the Regent Theatre, Corn Exchange and Town Hall.

Following an open procurement process, PointOne PoS Limited has provided the best value option. The council will enter into a maximum 4-year contract (2 +1 +1) for a one-off sum of £37,285, with a monthly charge of £980 (£11,760/annum) giving a total contract value of £84,325.00.

Reason

PointOne PoS Limited offered the best quality solution for our current requirements and will also be able to offer the desirable functionality we specified which will future proof our venues.

Internal Consultees: Commercial Development, ICT, Finance and Procurement

Conflict of interest	N/A	Relevant Portfolio(s)	Culture & Customers
-----------------------------	-----	------------------------------	---------------------

ALL WARDS	Y	<i>Use a Y in the table below to mark the wards affected if not all wards</i>			
NW	NE	CENTRAL	SW	SE	
Castle Hill	Bixley	Alexandra	Bridge	Gainsborough	
Whitton	Rushmere	St Margaret's	Gipping	Holywells	
Whitehouse	St John's	Westgate	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

Admin use only