

FREEDOM OF INFORMATION ACT 2000

Your request for information has now been considered and the Council's response to your questions is shown below.

You asked:

In line with the Freedom of Information Act, under the guidelines of the European Directive, we would like to request that the following information be provided regarding The Council's tendering procedures regarding automatic doors and roller shutter doors (including those used in supply Chain/Logistics).

- 1. Please detail when the current contract for the service and maintenance of automatic and/or roller shutter doors is due for renewal.**

[ANSWER: The current contract in relation to the Council's Public buildings is likely to be renewed towards the end of next year \(November 2014\).](#)

- 2. Please provide the following information:**

- a) The date of when the next tender opportunity will be released.**

[There may also be a new contract opportunity within the Housing Department in early 2014. Opportunities are advertised on Source Leicestershire.](#)

- b) If the contract will be awarded in lots by regions or a multiple contractor award.**

[Will be in one Lot but likely to be separate contract for Public Buildings and Housing.](#)

- c) The duration of the aforementioned contract and any extension periods that may be incorporated following the initial term.**

[The duration of the contract is three years plus option to renew for a year.](#)

- d) Details of the incumbent supplier.**

[IGM Automatic Entrances LTD, 21 East Delph, Whittlesey, Peterborough, PE7 1RH](#)

- e) Detail the specification of the units involved within this contract, including the number of units and sites listed.**

[Please see attached document entitled Schedule 5 - Properties and Doors.](#)

- f) Sample copy/copies of the most recent tender advertised for the service and maintenance of automatic and/or roller shutter doors, including a copy of the terms and conditions.**

We do not have a sample copy of the most recent tender advertised but the adverts will be as typical advert on Source Leicestershire.

The Council does not hold this information. Therefore this letter acts as a refusal notice under section 17.1 of the Freedom of Information Act 2000 because, in accordance with section 1.1 of the Act, this information is not held by Leicester City Council.

Please find attached document containing the terms and conditions entitled Section 3 Contract.

- g) A copy of the contract award notice for the most recent tendering opportunity for both new installations as detailed above, along with the same for the maintenance of the same products.**

A formal contract award notice was not issued as the contract was below the European Union Procurement minimum threshold value therefore not necessary under the procurement rules.

The Council does not hold this information. Therefore this letter acts as a refusal notice under section 17.1 of the Freedom of Information Act 2000 because, in accordance with section 1.1 of the Act, this information is not held by Leicester City Council.

3. Where will future tender opportunities be advertised?

- a) Directly, by the council, or through a third party resource?**

They will be advertised on Source Leicestershire
<http://www.sourceleicestershire.co.uk/>

- b) If advertised through a third party, please detail the portal or resource used.**

Source Leicestershire <http://www.sourceleicestershire.co.uk/>

4. Please advise if Kone Doors are:

- a) On your Approved Supplier list.**

Leicester City Council does not operate an approved Suppliers list.

The Council does not hold this information. Therefore this letter acts as a refusal notice under section 17.1 of the Freedom of Information Act 2000 because, in accordance with section 1.1 of the Act, this information is not held by Leicester City Council.

- b) **If not, will accreditation to bodies including CHAS, Construction line, Safe Contractor, Achilles, and Altius provide automatic approval?**

In relation to Health and Safety the CHAS or SSiP (Safety Schemes in Procurement) accreditation will be a minimum requirement.

- c) **Required to complete a Pre-Qualification process prior to tender submission.**

Pre-Qualification process will be required as part of the likely 2 stage tendering process.

5. Additionally:

- a) **Is a third-party facilities/property management group involved in the handling of the council's tender processes? If so, please detail the group involved.**

No third party involvement.

Please provide details of the individual and/or department responsible for procuring

The Head of Procurement is Neil Bayliss. You can email his department at procurementquotations@leicester.gov.uk

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If you are dissatisfied with the handling of your request please write to:

Information Governance Manager

Information and Support

Leicester City Council

FREEPOST (LE985/33)

New Walk Centre

LEICESTER LE1 6ZG

e-mail: FOIA@leicester.gov.uk

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow SK9 5AF

Telephone: 01625 545 700

www.informationcommissioner.gov.uk

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to the Information Governance Manager before contacting the Commissioner.