

## **CONTRACTS AND PROPERTY COMMITTEE'S MINUTES.**

Hybrid meeting, 19th September 2024.

### **Contracts and Property Committee.**

Present: Franny Scally (Chair), Ken Andrew, Stephen Curran, Seonad Hoy, Ruairi Kelly, Matt Kerr (substitute for Philip Braat), Kevin Lalley, Elaine McSporran, Thomas Rannachan and James Scanlon.

Apologies: Philip Braat and Kenny McLean.

Attending: A Croall (Clerk); M Fitzpatrick (for the Director of Legal and Administration); and D McEwan (for the Executive Director of Neighbourhoods, Regeneration and Sustainability).

### **Provision of physical postal services – Award of contract approved.**

1 There was submitted a report by the Director of Legal and Administration regarding tenders received for the provision of physical postal services, advising that

- (1) the Council's spend on the provision of postal goods and services was £1.86m per annum and that this direct award of contract related to the provision of physical postal services of individual items, posted out via onsite collection from Council locations, at a cost of £245,000 per annum which equated to 13% of the overall spend;
- (2) the contract would be utilised by all Council services and the period of the direct award of contract was for 2 years, with options to extend for a further 1 plus 1 year; and
- (3) 2 suppliers had been identified which had the capability and capacity to meet the full physical postal services requirements of the Council and following an evaluation, Whistl UK Limited had been recommended for the award.

After consideration the committee approved the direct award of a contract for the provision of physical postal services to Whistl UK Limited, at a total estimated annual value of £238,999.