

<b>Title of Report:</b>	<b>Vehicle Maintenance &amp; Repairs Tender</b>
<b>Committee Report Submitted To:</b>	<b>Finance Committee</b>
<b>Date of Meeting:</b>	<b>12 June 2025</b>
<b>For Decision or For Information</b>	<b>For decision</b>
<b>To be discussed In Committee YES/NO</b>	<b>No</b>

<b>Linkage to Council Strategy (2021-25)</b>	
Strategic Theme	Cohesive Leadership
Outcome	Council has agreed policies and procedures and decision making is consistent with them.
Lead Officer	Procurement Officer

<b>Estimated Timescale for Completion</b>	
Date to be Completed	

<b>Budgetary Considerations</b>	
Cost of Proposal	
Included in Current Year Estimates	<b>YES/NO</b>
Capital/Revenue	Revenue
Code	
Staffing Costs	

<b>Legal Considerations</b>	
Input of Legal Services Required	<b>YES/NO</b>
Legal Opinion Obtained	<b>YES/NO</b>

<b>Screening Requirements</b>	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	<del>Yes</del> /No	Date:
	EQIA Required and Completed:	<del>Yes</del> /No	Date:
Rural Needs Assessment (RNA)	Screening Completed	<del>Yes</del> /No	Date:
	RNA Required and Completed:	<del>Yes</del> /No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	<del>Yes</del> /No	Date:
	DPIA Required and Completed:	<del>Yes</del> /No	Date:

## **1.0 PURPOSE OF REPORT**

- 1.1 To seek approval to appoint companies to provide vehicle maintenance and repairs services to Council.

## **2.0 BACKGROUND**

- 2.1 Council has a large vehicle fleet which require maintenance and inspection on a regular basis to keep vehicles in roadworthy condition and ensure that Council has a procured list of suppliers.
- 2.2 A tender competition was offered on councils' procurement portal eSourcing from mid-March to the end of April. A total of nine tenders were received, six companies returned compliant tenders.
- 2.3 Costs for vehicle repairs and maintenance for 2024/25 were £ 671,605.00
- 2.4 All six companies who returned compliant tenders will be added to the panel of contractors to ensure that repair times are kept to a minimum, to provide a wide geographic spread of availability across the Borough and a range of capabilities across all vehicle types thereby ensuring council vehicles are always in a roadworthy condition.
- 2.5 Evaluation of returns was completed on 9<sup>th</sup> May 2025.
- 2.6 The following six companies were successful in their submissions.
- DMA
  - Claina
  - Hilltop Garage
  - Manvik
  - HAJ Repairs
  - Castlereagh Motors Ltd

## **3.0 RECOMMENDATION**

- 3.1 **It is recommended that** Council approve the appointment of successful companies from the tender competition and their inclusion in the panel of contractors.