

Record of officer decision

Decision title:	Award of contract for supply of library bookstock
Date of decision:	March 30 th 2020
Decision maker:	Museums Libraries & Archives Manager
Authority for delegated decision:	The Chief Executive's Scheme of Delegation
Ward:	All
Consultation:	None
Decision made:	To award the contract for the supply of adult fiction and non-fiction books to Bertram Trading Ltd and for the supply of children's books to Peters Ltd. The contract to be for an initial three year period with the option of extending for two additional periods, each of one year.
Reasons for decision:	In order to ensure a continued supply of new bookstock, the contract for the supply of books to Herefordshire Council's Library service has been re-procured. Herefordshire is part of the West Mercia Consortium and the contract was procured in association with the library services of Staffordshire, Telford & Wrekin, Shropshire and Worcestershire as working in a consortium enables the maximum possible discount and benefit to be achieved. The process followed the ESPO procurement framework and the process was led by the Procurement Team at Shropshire Council to ensure full compliance. The new contract will take effect from April 1 st 2020.
Highlight any associated risks/finance/legal/equality considerations:	Failing to re-procure the contract and being without a supplier of new bookstock could have left the local authority open to challenge that it was not providing a 'comprehensive and efficient' service under the terms of the 1964 Museums & Public Libraries Act.
Details of any alternative options considered and rejected:	None considered as the contract required re-procurement to ensure the local authority remained compliant with its statutory duties.
Details of any declarations of interest made:	None

Signed J.Chedgzoy Date: 30th March 2020