

# POLICE AND CRIME COMMISSIONER FOR LEICESTERSHIRE **DECISION RECORD**

To be completed in cases where a decision is required

## DECISION OF POLICE AND CRIME COMMISSIONER

**Date:** 20<sup>th</sup> April 2022

**Received in OPCC Date:**

**OPCC Ref:** EXE0012/22

**Title:** CONT0141 Office Furniture Contract

### Summary of Issue:

Procurement are looking to award Gresham Office Furniture (GOF) a contract for office furniture products and associated services, from 25<sup>th</sup> April 2022 to 22<sup>nd</sup> June 2023 plus two optional periods of 1 year for a maximum value of £600,000. The value also includes possible office upfit(s).

### Background

The rolling contract for furniture with Office Furniture Team GB Ltd expired in December 2021. The spend has been as follows:

2018/19: £53,491.56  
2019/20: £255,137.20  
2020/21: £142,465.86  
2021/22: £78,844.80

Average annual spend is £132,484.86

There has been a delay evaluating options for a new contract with Bluelight Commercial confirming after undertaking extensive market analysis that Forces should direct award nationally to Gresham Office Furniture under an available Yorkshire Purchasing Organisation (YPO) Framework.

### Tender Process

Bluelight Commercial conducted a review of furniture and recommends that we award to Gresham Office Furniture (GOF) using the YPO Office Furniture Solutions and Associated Services framework

Gresham prices are approximately 20% less than others on the framework. Estates and Health & Safety have reviewed and met with GOF.

The estimated annual saving is £2,395.80

### Recommendation(s) presented:

I recommend that we award the furniture framework to Gresham Office Furniture Ltd for a maximum value of £600,000 over the full proposed contract period of three years from 23<sup>rd</sup> April 2022 to 22<sup>nd</sup> April 2025 if all contract extensions are taken. The

value includes a possible CMD refit of around £150,000 which is being prepared internally currently in terms of planning.

**Key discussion points**

**It was resolved that:**

We award CONT0141 furniture contract to Gresham Office Furniture from 25<sup>th</sup> April 2022 to 22<sup>nd</sup> June 2023 plus two optional periods of 1 year for a maximum value of £600,000.

**OFFICE OF PCC APPROVAL**

**Chief Executive or Chief Finance Officer:**

I have been consulted about the proposal and confirm that appropriate advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner



**Signature:**

**Name: Kira Hughes**

**Date:28/05/2022**

**Publication Scheme**

**Decision of Monitoring Officer:**

As Monitoring Officer for the Office of Police and Crime Commissioner for Leicestershire I have determined that:

It is appropriate to publish this record of decision made by the Police and Crime Commissioner : **Yes**

It is appropriate to publish the contents of the report proposing this course of action prepared by either of the senior post holders in the Office of the Police and Crime Commissioner for Leicestershire (i.e. either the Chief Executive or Chief Finance Officer) : **Yes**

It is appropriate to publish details of the decision by the Police and Crime Commissioner for Leicestershire : **Yes**

**Reasons for any non-Publication (referencing appropriate legislation): None**



**Signature**

Name: Elizabeth Starr

Date: 7/6/22

**Police and Crime Commissioner for Leicestershire**

Having received the advice set out above and reviewed relevant documentation my decision in regard of this matter is:

Approved

Signature

A large black rectangular redaction box covers the signature area.

Date:

8-6-22

