

# Appendix A

As outlined in the main report, a fully compliant procurement process has been completed via the Crown Commercial Services Technology Products 2 Framework, Lot 1 (Hardware) and a winning bidder has been selected. The resulting contract has not yet been signed, pending Cabinet approval to give delegated authority to do so.

Further details regarding the procurement process undertaken to choose a supplier of new End User Compute devices:

1. The Technology Products 2 framework agreement is designed by Crown Commercial Services (CCS) to be an EU compliant and regulated route to market for public sector customers such as Bristol City Council to buy commoditised technology products.
2. Current projects introducing agile working to Social Care teams require people working in those areas to have Windows 10 devices, which will be purchased through this contract. These projects are essential to improve citizen service and deliver operational efficiencies. A range of trial devices were obtained as part of a soft market test exercise to enable prospective users in social care to feed back and input into the generic spec for social care devices, which in turn, fed into the wider device requirements. This range of devices were also tested with the new interim Windows 10 build (i.e. the standard way Windows 10 will be setup for roll-out across BCC's devices)
3. Detailed pass/fail and qualitative requirements were collated covering seven types of device and associated deployment services. A further competition within the framework was carried out based on compliance, quality and price in order to choose the successful bidder. This is the approach recommended by the framework provider (CCS) in these circumstances.
4. The call off contract will commit BCC to spending a minimum of £2.2m over 3 years on buying 3500 devices, across a range of specifications. This minimum commitment ensured that competitive pricing was secured across all devices.
5. The contract has a maximum spend ceiling of £5m, to cover the replacement of all devices envisaged under FSA. Associated rollout services and optional peripherals can also be bought as required.
6. The contract will include 3 year warranties on hardware and allow for the purchase of protective cases where appropriate to keep the new fleet of devices running.
7. The standard laptop proposed has an Energy Star, a gold EPEAT (Electronic Product Environmental Assessment Tool) rating and is RoHS (Restriction of Hazardous Substances) compliant.
8. Disposal of the devices being replaced will not be included in this contract, as BCC already has a contract in place with a local company for: the secure re-use of laptops for local citizens where possible; or for compliant recycling/disposal of electrical waste where necessary.
9. The proposed device supplier is ISO14001 accredited and offers Unboxed Delivery to Desk options to reduce packaging waste.