

Sandwell Metropolitan Borough Council

Authority to renew an existing contract

1 Summary Statement

- 1.1 Sandwell MBC is seeking to re-tender an existing contract for the Provision of Supply of Key Blanks.
- 1.2 The existing contract expires on 1 June 2019, and is currently being undertaken by ALKS Ltd.
- 1.3 The annual value of the existing contract is £2,500.

2 Recommendation

- 2.1 Undertake a quotation exercise to renew the contract for the provision of Supply of Key Blanks.

In accordance with the authority delegated to Chief Officers to act on matters within the authority delegated to them under Part 3 of the Council's Constitution, I intend to take the action(s) recommended above.

I ~~do~~/do not have an interest to declare in this matter


Alan Caddick
Director of Housing and Communities

Date 22.10.18

Contact Officer

Mr Steve Piddock – Contracts Manager

3. Background Details

- 3.1 The Council is responsible for the management, upkeep and repair of Sandwell's housing stock of 28,000 properties. This is currently achieved utilising a combination of in-house resources and external contractors and suppliers.
- 3.2 Sandwell MBC is seeking to re-tender an existing contract for the provision of Supply Key Blanks.
- 3.3 The existing contract expires on 1 June 2019, and is currently being undertaken by ALKS Limited.
- 3.4 The annual value of the existing contract is £2,500.
- 3.5 This contract is required to enable the Asset Management and Maintenance section of Neighbourhoods to continue to undertake day to day repairs. This supplier provides key blanks, these are cut on our own machine that is in Roway Lane depot. The keys are cut as and when required and distributed to the Local offices or customers.