

ANNEX 1

EXCEPTIONS TO CONTRACT PROCEDURE RULES

This 'exceptions form' must be completed for every instance where a Chief Officer approves an exception from these Rules for contracts with a total value of £5,000 or more, in accordance with 2.3 above (The form must adequately document the reasons for the exception and an electronic copy must be retained by the Service concerned. A copy of each completed form is automatically forwarded to the Chief Officer concerned, the Monitoring Officer, Internal Audit and the Strategic Procurement Team where a record of all exceptions is maintained). The Chief Officer concerned is responsible for keeping the appropriate Cabinet Portfolio Holder informed

Title of Contract: Newcastle Crematorium – reline and rehearth of cremators including 10 year maintenance cover	Contract Value: £163,200 excl VAT
Date: 14 October 2020	
Description of Good or Service: To provide new block system reline and hearth to cremators FT1 and FT2 at Newcastle Crematorium including 10 year maintenance plan to cover new hearths at 5 year point.	
Reason why the exception is being sought: The existing cremators (FT1 and FT2) were supplied by Facultatieve Technologies (FacTec) and installed in 2009/10. FacTec have provided full servicing and maintenance of the cremators since this time, including a remote diagnostic link. FacTec also carried out the previous reline of the cremators in 2014. Although the proposed new block system proposed for the required reline can be supplied and installed by others, this would in effect void any guarantee which would be provided by FacTec if they supply and install the system. It would also introduce a third party into any future servicing and maintenance arrangement with the potential for disputes regarding responsibility for different elements of the overall cremator units. To appoint other specialist consultants would also require a significant lead in time and additional costs would be incurred for them to familiarise themselves with the existing cremators and associated diagnostic software. Fundamentally, this could result in the authority failing to meet the timescale requirements to deliver the relining of the cremators which is urgently required due to the prevailing circumstances of the coronavirus pandemic and the likelihood that the cremators will be under increased levels of use over the coming winter. Officers are therefore seeking approval to make a direct award of contract without a call for competition for delivery of the relining and new hearths, including a 10 year guarantee at an estimated total cost of £163,200 excl VAT (£16,320 per annum for 10 years), which will be funded in full through the Equipment Replacement Fund in the approved annual revenue budget for Bereavement Services. Based on the work Facultatieve Technologies have developed, officers are seeking an exception to Council Contract Procedure Rules under the following section(s):- Exceptions to Contract Procedure Rules: 4.1 Subject to statutory requirements, tenders need not be invited in accordance with these Rules in the following cases: (d) The purchase of a named or proprietary product required to be compatible with an existing installation as approved by the Authorised Officer. and (c) The contract is for the execution of work or the supply of goods or services certified by the appropriate Chief Officer to be required so urgently as to preclude the invitation of tenders. Officer will ensure that the appropriate Cabinet Portfolio Holder shall be kept informed of such decisions.	

Responsible Officer: Roger Tait, Head of Operations, 01782 742706	
Approved:	Date: