

5.3 TENDER FOR SUPPLY OF INFORMATION TECHNOLOGY HARDWARE, SOFTWARE AND SERVICES

(2022199, 2022200 : PG)

Responsible Senior Officer: Jarrod Doake, Chief Operating Officer

RECOMMENDATION*

That Council:

- 1. Approves access to the Municipal Association of Victoria (MAV) Contract ES8111-2021 to access prequalified panel suppliers for the procurement of Information Technology hardware software and services with an estimated annual contract value of \$1,100,000 and an estimated total contract value of \$7,350,000 inclusive of all available extension options;*
- 2. Authorises the Chief Executive Officer or her delegate to execute the contract agreement, if required;*
- 3. Notes that the MAV Contract ES8111-2021 initial term ends on 31/08/2024 and the contract has two (2) extension option of two (2) year (with a final contract expiry date of 31/08/2028) and authorises the Chief Executive Officer to approve the extension options subject to the Municipal Association of Victoria extension approval and satisfactory performance for the City of Monash.*
- 4. Approves access to the Procurement Australia (PA) Contract 2406/0713 to access prequalified panel suppliers also for the procurement of Information Technology hardware software and services with an estimated annual contract value of \$1,600,000 and an estimated total contract value of \$5,040,000 inclusive of all available extension options;*
- 5. Authorises the Chief Executive Officer or her delegate to execute the contract agreement, if required;*
- 6. Notes that the PA contract 2406/0713 initial term ends on 30/06/2024 and the contract has one (1) extension option of one (1) year (with a final contract expiry date of 30/06/2025) and authorises the Chief Executive Officer to approve the extension option subject to the Procurement Australia extension approval and satisfactory performance for the City of Monash.*

*(*all dollar figures are GST Inclusive unless stated otherwise).*

INTRODUCTION

Council Officers seek to access these panel contracts through the Municipal Association of Victoria and Procurement Australia for the provision of a broad range of Information Technology (IT) hardware, software and services.

BACKGROUND

The implementation of these two panel contracts for Information Technology hardware, software and services will ensure the ongoing and continued provision of IT product and services. This will assist to ensure the effective management of Council's Business Technology (BT) Infrastructure across all Council sites.

Council currently engages many but not all of these services through Procurement Australia for Information Technology products and services and this contract ended on 30 June 2022.

The Municipal Association of Victoria, Procurement Australia and the Victorian Government Department of Treasury and Finance often establish contracts on behalf of or accessible to Local Government authorities so that they may access supplier contracts in an efficient and cost effective manner. These organisations are focused on achieving better procurement outcomes by aggregating demand and achieving improved commercial and service outcomes.

Council could have run its own tender. However on this occasion, a decision was made to seek to access the Municipal Association of Victoria and Procurement Australia panel contracts because of the range of services that are available from these panels and to gain any price advantage available through these larger aggregator contracts.

The two panel contracts available through the Municipal Association of Victoria and Procurement Australia are both recommended, to take advantage of a broader range of services. Although these two panel contracts provide some similar services, neither panel contract is likely to be able to provide the full range of Information Technology products and services required by Council on its own.

It is proposed to utilise each of these panel contracts to access the pre-qualified suppliers for specific technology needs on a case by case basis. To ensure that the best value is achieved, the panel contracts will be assessed and the most appropriate panel will be utilised for specific quotations for each procurement activity.

NOTIFICATION

A Public Notice was not required because this proposal is to access the existing Municipal Association of Victoria Contract Number ES811-2021 (ICT Professional and Leasing Services) and the Procurement Australia Contract Number 2406/0713 (Information Technology Products & Services & Multifunctional Devices) as allowed under Council's Procurement Policy.

TENDER EVALUATION

The Municipal Association of Victoria and Procurement Australia undertook an evaluation of all the submissions. Council was provided with a confidential recommendation report from the Municipal Association of Victoria and Procurement Australia, detailing the suppliers that were successfully awarded a contract.

The Council evaluation panel reviewed the recommendation report and recommends that the City of Monash accesses these contracts.

All members of the Council evaluation panel signed Conflict of Interest and Confidentiality forms and no conflicts were raised.

FINANCIAL IMPLICATIONS

The total estimated contract spend of \$2,700,000 under these two panel contracts will be funded from the proposed 22/23 Business Technology Budget.

The estimated spends are summarised in the tables below:

Estimated expenditure for financial year 2022/2023 by contract and category

Category	Procurement Australia	Municipal Association of Victoria
Hardware including laptops	\$1,110,000	\$300,000
Peripheral Devices	\$50,000	\$50,000
Mobile devices	\$150,000	\$0
IP Phones	\$30,000	\$0
Software	\$260,000	\$260,000
Professional Services	\$0	\$300,000
Disaster Recovery Services	\$0	\$190,000
Total	\$1,600,000	\$1,100,000

Estimated expenditure by contract and financial year

Financial Year	Procurement Australia	Municipal Association of Victoria
2022/2023	\$1,600,000	\$1,100,000
2023/2024	\$1,680,000	\$1,150,000
2024/2025	\$1,760,000	\$1,200,000
2025/2026		\$1,250,000
2026/2027		\$1,300,000
2027/2028		\$1,350,000
Total	\$5,040,000	\$7,350,000

Future budgets will be appropriately adjusted to cater for ongoing requirements.

It is intended that each procurement activity for hardware, software and services will be conducted using a quotation process using the MAV or PA panel contracts as pre-qualified suppliers. Use of these panel contracts will be subject to achieving best value for money within the required timeframes.

CONCLUSION

That Council approves the recommendations contained within this report.