

**ITEM 20. TENDER - UNIFORM GARMENTS, HATS AND OUTERWEAR - CITY RANGERS****FILE NO:****TENDER NO: 0667****SUMMARY**

This report provides details of the tenders received for the supply of new uniform garments, including hats and outerwear for the City Rangers Unit.

The colour of the new uniform will be changed from the existing black pants and grey shirt to olive green pants and pale green shirt.

**RECOMMENDATION**

It is resolved that:

- (A) Council accept the tender offer for Company "A", as described in Confidential Attachment A to the subject report, for the supply of uniform garments, hats and outerwear for the City Rangers Unit; and
- (B) Tender Evaluation Summary, Attachment A, remain confidential in accordance with Section 10A(2)(D) of the local government Act 1993.

**ATTACHMENTS**

**Attachment A:** Tender Evaluation Summary (Confidential)

**BACKGROUND**

1. As part of a strategy to change the public image and perception of the City Rangers, a decision was made to change the colour and design of the current Rangers uniform.
2. In consultation with City Ranger staff and the City of Sydney Executive team, it was determined that the colour of the uniform would be changed from the current black pants and grey shirt, to a pale green shirt and olive green pants. The new colour will promote a high visibility presence, present a more customer friendly image, and provide improved comfort for Rangers during the warmer months.
3. The new uniform will also complement the changed role of the City Ranger, which includes a greater focus on community education and provision of information to tourists and visitors. An example of this is the role of distributing, on request, pocket-sized fold-out maps.

**INVITATION TO TENDER**

4. The Tender was advertised on 24 October 2006 and closed on 14 November 2006.
5. Tenderers were asked to provide pricing for each item of uniform as well as a total price for the quantities specified in the tender.

**TENDER SUBMISSIONS**

6. Two submissions were received from the following organisations:
  - Collections Design Group
  - Solomon Brothers Apparel

**TENDER EVALUATION**

7. All members of the Tender Evaluation Panel have signed Pecuniary Interest Declarations. No pecuniary interests were noted.
8. The relative ranking of tenders as determined from the total weighted score is provided in the Confidential Tender Evaluation Summary – Attachment A.
9. All submissions were assessed in accordance with the approved evaluation criteria being:
  - (a) Tender Price
  - (b) Compliance with Specification / Goods / Resources
  - (c) Customer Service
  - (d) Service Provision / Methodology
  - (e) Occupational Health and Safety
  - (f) Financial and commercial trading integrity

**PERFORMANCE MEASUREMENT**

10. The City will ensure that performance standards are monitored for the duration of the contract by meeting with the tenderer on a monthly basis to ensure that service levels are being met in respect to design, quality, delivery and issue resolution.

**FINANCIAL IMPLICATIONS**

11. Funds are available in the 2006-2007 Operating Budget for the initial order of City Rangers Uniform.

**RELEVANT LEGISLATION**

12. The tender has been conducted in accordance with the Local Government Act 1993, the Local Government (General) Regulation 2005 and the City's Contracts Policy.
13. Information provided by tenderers which is commercial-in-confidence has been protected and will not be disclosed in accordance with section 10A(2)(D) of the Local Government Act 1993. A consistent standard for all tenderers has been used in assessing any request for confidentiality by a tenderer.

**CRITICAL DATES / TIME FRAMES**

14. Subject to Council approval of this tender, it is expected that the uniforms will be supplied in March 2007.

**GARRY HARDING**

Director, City Community and Cultural Services

Greg McCarthy, Manager, City Rangers