BIRCHWOOD TOWN COUNCIL - PROCUREMENT INFORMATION 2024/2025

To comply with the requirements of the Local Authority Transparency Code 2015 - Local authorities must separately publish details of any contract and other legally enforceable agreements with a value that exceeds £5,000.

Ref No	Title of agreement	Local Authority department responsible	Description of goods/services	Supplier Name/Details	Sum to be paid over length of contract, or estimated annual spending, or budget	Non-recoverable VAT	Start date	End date	Review date	Invited to quote (ITQ), or tender (ITT)	Supplier Type
Schedule No. 95764593	Select for Local Councils	Birchwood Town Council	Comprehensive Insurance Cover	Zurich Municipal, Fareham, Hampshire	£5,166.86 (inc. £553.59 IPT)	0	01.04.2024	31.03.2025	tbc	ITQ	Large
N/A	Office cleaning	Birchwood Town Council	Office cleaning service 3 x per week	PREMiClean, Warrington, Cheshire	£6,600.00 (inc. VAT) estimated	0	04.01.2022	N/A	annually	ITQ	Small
N/A	Electricity	Birchwood Town Council	Electricity – Parkers Farm & L/S MUGA	SSE Energy Supply Ltd Reading, Berkshire	£6,600.00 (inc. VAT) estimated	0	29.09.2021	30.09.2024	3-year contract	ITQ	Large
N/A	IT Support	Birchwood Town Council	Ongoing IT Support inc: labdesk 365 Cloud Backup Microsoft 365 Business Premium Microsoft 365 Exchange Online Plan 1 labdesk 365 accelerator Microsoft Account onboarding	labdesk ltd Birchwood Park Warrington WA3 6FW	Estimated between £3,500 and £5,000 (inc. VAT) depending on the amount of support and additional processes required throughout the year	0	30.04.2024	N/A	tbc	ITQ	Small

Purchase of goods in excess/potentially in excess of £5,000 (inc. VAT) / Financial Contributions to projects

Ref No	Title of agreement	Local Authority department responsible	Description of goods/services	Supplier Name/Details	Amount of purchase	Non-recoverable VAT	Payment date
N/A	Replacement of fluorescent lighting units with LED units	Birchwood Town Council	Replacement of fluorescent lighting units with LED units. Ongoing until all security lights are replaced (this will be done as and when the current security lights 'fail')	Hollis Electrical and Security Services, Newton-le-Willows, WA12 9GY	Ongoing: 2023/2024 £594.79 (inc. VAT) 2024/2025 £3,915.48 (inc. VAT) to date	0	N/A (ongoing)