

# Officer Decisions

## Procurement Category Manager - Nick Richardson

### Summary of Matter or Issue Requiring Decision

Decision to extend the contract for CPQ1183-15 – Forms Ordering Service, which was awarded under Lot 1 of the CP814-12 Print Framework.

### Decision Taken

To extend the contract (Subject to due diligence) with the below organization(s) for the provision of the above contract. The contract extension will commence on 1<sup>st</sup> February 2017 for the period of 12 Months, with an option to extend for a further 12 months

Astra Printing Group  
1 Willand Road, Cullompton, Devon EX15 1AP

### Summary of Reason(s) for Decision Taken

### Summary of Alternatives or Options considered and rejected

An options appraisal was completed and the following options considered:

- Extend the current contract for 12 months
- Award a new contract under the framework

Do nothing and let the contract expire

### Details of any conflict of interest and dispensation granted to the Officer taking the decision or by any Member of the Council in delegating responsibility for any specific express delegation

No conflict of interest

### Contact for enquiries/further information

Rebecca Baggett, Procurement & Contracts Officer, [procurement-mailbox@devon.gov.uk](mailto:procurement-mailbox@devon.gov.uk), 01392 383000

### Decision Date

23 November 2017

A copy of this decision and any supporting documentation considered by the Officer taking this decision may also be made available or inspection by the public at the Council's Offices or posted

upon payment of any copying and postage charges. Any member of the public wishing to take up either of these options is asked to please ring 01392 382888 or email: [members.services@devon.gov.uk](mailto:members.services@devon.gov.uk)