

ROTHERHAM BOROUGH COUNCIL – REPORT TO DEPUTY LEADER

1.	Meeting:	Deputy Leader
2.	Date:	11 March 2013
3.	Title:	First Data Procurement Card support and maintenance
4.	Directorate:	Resources

5. Summary

The Council uses First Data Global Services (Deecal) software for the collation, management, control and allocation of procurement card expenditure. A licensing, maintenance and Support contract exists to ensure that the software continues to operate so that Council departments utilising the procurement cards continue to be capable of delivering services effectively.

ICT and the Procurement Service have confirmed that the provision of this support and maintenance is only available through First Data Global Services Ltd.

The cost of this support and maintenance contract for 2013 is £10,000.

Adequate budget is available to cover this as it is an ongoing annual support cost.

Legal and Financial Services have been consulted and they have confirmed their agreement with the proposal.

6. Recommendations

IT IS RECOMMENDED THAT:

- **the contract for support and maintenance of the First Data Procurement Card software be exempt from the provisions of standing order 47.6.2 (requirement to invite at least 2 oral or written quotations for contracts with a value of between £5K and £20K) and the contract be awarded to First Data Global Services Ltd.**

7. Proposals and Details

The Council currently uses The First Data Global Services Ltd Procurement Card software, previously known as Deecal for the collation, management, control and allocation of procurement card expenditure.

The software provides an interface between the Coop Bank (the procurement card provider) Visa system and the Council's procurement system which holds details of the payment transactions for review and approval by Council officers and ensures the subsequent allocation of expenditure to the correct budgets.

Only First Data can provide the licensing support and maintenance of their own software product.

Any change to an alternative procurement card software provider will require significant time and expense to purchase and develop, as well as support and maintenance cost. There would also be additional costs from Council's financial systems provider (ABS) and the Co-operative bank to develop the required interfaces necessary to support the procurement card process.

The Council's IT Service and the Procurement Team have jointly confirmed that First Data Global Services is the only supplier able to provide the support and maintenance on this product.

As such a request is made for the support and maintenance of The First Data (Deecal) software to be exempt from the provisions of standing order 47.6.2 (requirement to invite at least 2 oral or written quotations for contracts with a value of between £5K and £20K) and the contract be awarded to First Data Global Services Ltd.

The cost of this support and maintenance contract for 2013 is £10,000.00

This cost is covered through the ICT contracts budget.

8. Finance

The costs outlined above are covered by existing budgets, as indicated.

9. Risks and Uncertainties

The Procurement card system is essential for those Directorate services which rely on the active and daily use of procurement cards to provide services to RMBC and the public.

10. Policy and Performance Agenda Implications

The Procurement card solution allows Council users to deliver the best possible service to the citizens of Rotherham

11. Background Papers and Consultation

Consultation has taken place with colleagues in Legal, Finance and Procurement Services and all have confirmed agreement with the proposals.

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