

**Report**

Officer: Ros Williams – Deputy Town Clerk
Date: 9th February 2024
Meeting: Town Council - 19th March 2024

IT Contract**Aim**

1. To approve the IT contract for Bridgnorth Town Council

Background

2. The Town Council has for a number of years been in an IT contract with Midland Computers Ltd.
3. The service delivery has met specification.

Discussion/Information

4. Three companies have been approached to provide quotations.
5. Face to face meetings have been held with all three companies to discuss our requirements.
6. We have received quotes from all three companies.
7. All companies appear to be capable of specification delivery.

Finance

8. The budget for FY 2024/2025 is set at £8,000.
9. The current contract expired on 28th February 2024; a 1-month extension has been negotiated by the RFO.
10. The table below shows a breakdown of costs relating to each supplier:

Contractor	1 year quote	3 year quote
Company A	£7,109.60	£20,588.80
Company B	£10,808.20	£28,529.60
Company C	£11,196	N/A

Recommendations/Options

The Council are asked to consider the following recommendation:

- to enter into a new contract with Company A for 36 months

Once the decision has been made:

- to delegate to the RFO the task of setting up the new contract with the relevant contractor.