

PT2 - Procurement Request Form

This document is to be used for all procurement requests over £100k

Project Title:	Replacement of the Lady Aileen's engines
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Project Lead name:	Stuart Smith	Directorate	M&CP
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Category¹:		Date	21/04/2021
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Summary of goods or services to be procured²:

Option 1: £250,000 - Engine rebuild, but old technology and the engines are now obsolete.
 Option 2: £300,000 - Replace engines with Tier 3 IMO approved engines, Would expect to get 40% fuel savings with new engines.
 Option 3: £1,75m – Replace with a new vessel.

Estimated cost³:	£250k - £1.75m	Capital / Revenue:	Capital
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Department budget approved / pending:	Pending
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Time Scales <i>Insert dates as to when you expect the goods or service to be mobilised / delivered</i>

March/April 2022

Key Stakeholders <i>What departments, teams and services are impacted and how</i>
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Project Manager	Contract Manager	Other (e.g. Finance, Legal etc.)
Stuart Smith	Gavin Stedman	Jenny Pitcairn (Finance) Rohit Paul (Programme Manager)

Historical Data <i>Insert information on past contracts, goods, services and suppliers relating to this project</i>
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On Sourcing Plan?	YES	Contract type:	New
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Savings / Efficiencies / Benefits <i>Give details on any potential savings, efficiencies etc. this procurement may achieve</i>

Maintenance in years 2 to 5 greatly reduced (nb. year 1 will require similar maintenance due to 'running in'). Savings dependant on supplier (manufacturer of engines)
 Reduced fuel costs circa £10k.
 Large reduction in emissions as a result on new technology.

Data Protection - will this project require the supplier to process personal data?

If yes, please make sure you've defined roles and responsibilities within your project specification. For more information visit [Designing Specifications under GDPR](#).
 If no, please mark as N/A.

Risks <i>provide details of potential risks to the business should this procurement request not be granted</i>

The High-Level Business Plan makes reference to supporting business recover from the COVID-19 pandemic, which includes infectious disease control, food hygiene (floating restaurants etc.) and ship hygiene (including cruise, container and other vessels). The Launches have a key role in our strategic commitment relating to the Climate Action Strategy (relating to limiting the introduction and spread of diseases and pests). The service is also expected to meet its statutory obligations in relation to shellfish sampling, infectious disease control, food hygiene, ship sanitation and nuisance.

Approvals

¹ State category of requirements (e.g. FM, works/construction, IT etc.)

² Please attach any supporting documents you feel may be relevant to this procurement request (e.g. business case)

³ Provide total estimated costs over the lifetime of the contract/project including potential extensions

This must be completed by the Budget Holder and the Senior Responsible Officer and Head of Department

Name	Role	Date Approved
Gavin Stedman	PH&PP Director	21/04/2021
Jon Averbs	Director of M&CP	

Sign Off This must be completed by Senior Category Manager

Name	Procurement Reference Number	Date Approved