

# OFFICER DECISION NOTICE



**Reading**  
Borough Council

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This notice is to be used for the following types of officer decisions. (Select one option).

**A.** Decisions taken by officers under a specific express delegation from Council or a Committee.

**B.** Decisions taken by officers under a general delegation from Council or a Committee, which relates to (i) a permission or a licence, or (ii) the rights of an individual, or (iii) a contract or expenditure over £100,000.

<b>1. Title of decision:</b>	Decision to award a contract for the provision of Groundwater Pumping Drainage Scheme - Keswick Close.
<b>2. Date of the decision:</b>	14 October 2025
<b>3. The decision maker:</b>	Assistant Director of Environmental and Commercial Services

## 4. Decision details:

It has been decided to award a Minor Works Contract or a Purchase Order, following a Three-Quote process and bid evaluation, to **TL Construction Limited**, who will act as RBC's contractor to support the Groundwater Pumping Drainage Scheme-Keswick Close. The duration of the works is 6 months.

## 5. Reasons for the decision:

Four quotations were received, TL Construction Ltd achieved the highest score under the 100% price-based scoring criteria, ranking first among all competitors.

Following the conclusion of the moderation of pricing submissions, the results of the evaluation are shown in the following table:

Successful Bidder	Quality Score 0%	Price score (Rank) 100%	Overall Rank	Reason for award
TL Construction Ltd	NA	1 (100%)	1	The lowest price. The contract is awarded to the lowest-priced contractor based on the 100% price-weighting evaluation criteria.

Unsuccessful bidder(s) and reasons for rejection:

Unsuccessful Bidder(s)	Quality Score 0%	Price score (Rank) 100%	Overall Rank	Reason for rejection
Bidder B	NA	2 (64.76%)	2	The 2 <sup>nd</sup> lowest price
Bidder C	NA	3 (46.75%)	3	The 3 <sup>rd</sup> lowest price
Bidder D	NA	4 (22.65%)	4	The highest price

**6. Alternative options considered (if any) and rejected:**

None.

**7. List of open Background Papers:**

None.

**8. List of confidential or exempt Background Papers:**

None.

**9. Any other matters taken into consideration:**

<input type="checkbox"/> Legitimate expectation of consultation	<input type="checkbox"/> Procedural requirements
<input type="checkbox"/> Public Health implications	<input checked="" type="checkbox"/> Environmental or Climate Change
<input checked="" type="checkbox"/> Health and Safety	<input checked="" type="checkbox"/> Risk Management implications
<input type="checkbox"/> Transparency of Information (FOI etc)	<input type="checkbox"/> Privacy Impact Assessments
<input type="checkbox"/> Human Rights Act Duties	<input type="checkbox"/> Equality Impact Assessment
<input type="checkbox"/> Corporate Parenting	<input type="checkbox"/> Community Safety
<input type="checkbox"/> Regulatory duties	<input type="checkbox"/> EU withdrawal
<input type="checkbox"/> Armed Forces Covenant	<input type="checkbox"/> Other

**Details of the matters taken into account:**

**10. Legal considerations**

Legal support for this project has been provided by Legal Services (The Access Agreement between RBC and the Church).

**11. Financial considerations**

The Flood Reduction programme will be funded by RBC Highways Maintenance Capital Budgets.

**12. Internal consultations**

The following internal teams/people have been consulted and involved during the development of the specification, sourcing strategy and contract:

Legal Services  
Procurement Hub  
Highways Management

Sections 13 - 18: To be completed only for Decision A (express delegation from a Committee)

<b>13. The name of the Committee:</b>	
<b>14. Date of the meeting:</b>	Click or tap to enter a date.
<b>15. Minute number:</b>	
<b>16. The delegation given by the Committee:</b>	
<b>17. The name of any member of the committee who declared a conflict of interest in relation to the decision:</b>	
<b>18. Any Councillor or officer required to be consulted prior to the exercise of this delegation and details of their response.</b>	