



**OFFICE OF THE POLICE & CRIME  
COMMISSIONER FOR THAMES VALLEY**

**Report for Decision: PCC 2016 / 024**

**Title: Procurement Outcome Report for Digital Forensics**

**Executive Summary:**

Avon & Somerset conducted a tender for the provision of digital forensics under the OJEU regulations, on behalf of the South West Consortium, which includes Thames Valley Police.

TVP has seen an increase in crimes involving digital media. This contract provides a pre-competes route to market for Digital Forensics allowing collaboration with other Police forces and aggregation of procurement spend in this category reducing costs over the lifetime of the contract for TVP.

The contract will achieve cashable savings of around 20% for TVP based on last year's unit costs of submissions. The contract is for a four year period with an option to extend for a further 12 months. Prices shall remain fixed for a four year period.

The new contract stipulates clear turnaround times for the return of exhibits. This consistency will mean Court prosecution dates can be more regularly achieved, bringing offenders to justice and safeguarding victims and preventing further offending.

A backlog of work has been submitted for examination and realistic turnaround times have been negotiated with SYTECH, so case deadlines can now be met.

Clear and easy to understand management information will now be available from SYTECH, which was not available before.

**Recommendation:**

The PCC is asked to agree to the award of contracts against the Avon & Somerset Constabulary Contract to Systems Technology Consultants Limited, T/A SYTECH.

The total value of this contract is estimated at £2m over the four year period, with an option to extend for a further one year by giving no less than six months written notice to the Contractor prior to the date of expiry of the Contract. The suppliers meet all the requirements of the contract specification and offer the most economically advantageous solutions.

**Police and Crime Commissioner**

I hereby approve the recommendation above.

**Signature**

**Date**

16.9.16.

## **PART 1 – NON-CONFIDENTIAL**

### **1 Introduction and background**

- 1.1 Avon & Somerset Constabulary on behalf of the South West One Consortium conducted a tender exercise following the OJEU tendering procedure. Thames Valley Police were a named participant in the OJEU advert.
- 1.2 This was a restricted OJEU procedure and responses were evaluated by Avon & Somerset.
- 1.3 SYTECH were awarded the contract based on the most economically advantageous tender:
  - Service Specification questions overall weighting 60%
  - Pricing overall weighting 40%
- 1.4 The existing contract for Digital Forensic service had expired within TVP and the approval to utilise the Avon & Somerset contract was granted outside the Procurement Governance Board in March due to urgent operational requirements.
- 1.5 Full information is provided in Appendix 1

### **2 Issues for consideration**

- 2.1 Sytech are required to provide a flexible service to support the HTCUC during periods of high demand for the forensic analysis of electronic devices including but not limited to:
  - Tower Computers;
  - Desk Top Computers;
  - Laptops;
  - Mobile Phones;
  - Smart Phones and Tablets;
  - Data Storage/Multi Media i.e. USB, CD, DVD, SD;
  - Satellite Navigation Systems.

### **3 Financial comments**

- 3.1 Average annual spend during 2014/15 and 2015/16 was around £0.494m.
- 3.2 Based on estimated usage the four year contract will be worth around £2.0m. If the option to extend for a fifth year is taken, the total contract value will increase to around £2.5m.
- 3.3 Unit costs are 20% cheaper than previously paid, estimated at around £0.099m per annum based upon current usage and volumes.

### **4 Legal comments**

- 4.1 Legitimacy of route to market, was through an OJEU advert. The tender procedure was conducted by Avon & Somerset Constabulary.

4.2 There are no TUPE implications within TVP.

## 5 Equality comments

5.1 Contract is covered by the Equality Legislation under the Equality Act 2010

## 6 Background papers

6.1 Contract documentation

### Public access to information

Information in this form is subject to the Freedom of Information Act 2000 (FOIA) and other legislation. Part 1 of this form will be made available on the website within 1 working day of approval. Any facts and advice that should not be automatically available on request should not be included in Part 1 but instead on a separate Part 2 form. Deferment of publication is only applicable where release before that date would compromise the implementation of the decision being approved.

**Is the publication of this form to be deferred? No**

**If yes, for what reason:**

Until what date:

**Is there a Part 2 form? Yes**

Name & Role	Officer
<b>Head of Unit</b> Avon & Somerset Constabulary conducted a tender on behalf of the South West One Consortium following the OJEU tendering procedure. We are using that contract to procure digital forensics.	Head of Procurement
<b>Legal Advice</b> This contract is fully compliant with EU Procurement regulations UK law and the PCCs Financial Regulation.	Chief Executive
<b>Financial Advice</b> The four year contract is estimated to be worth £2m. Based on current volumes it will generate cashable savings of £0.099m p.a.	Chief Finance Officer
<b>Equalities and Diversity</b> No issues to report	Head of Procurement

### STATUTORY CHIEF OFFICERS' APPROVAL

We have been consulted about the proposal and confirm that financial and legal advice have been taken into account in the preparation of this report.

We are satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.

Chief Executive

Date

16/9/2016

  
1-720NP-  
Chief Finance Officer

Date

12/9/16

