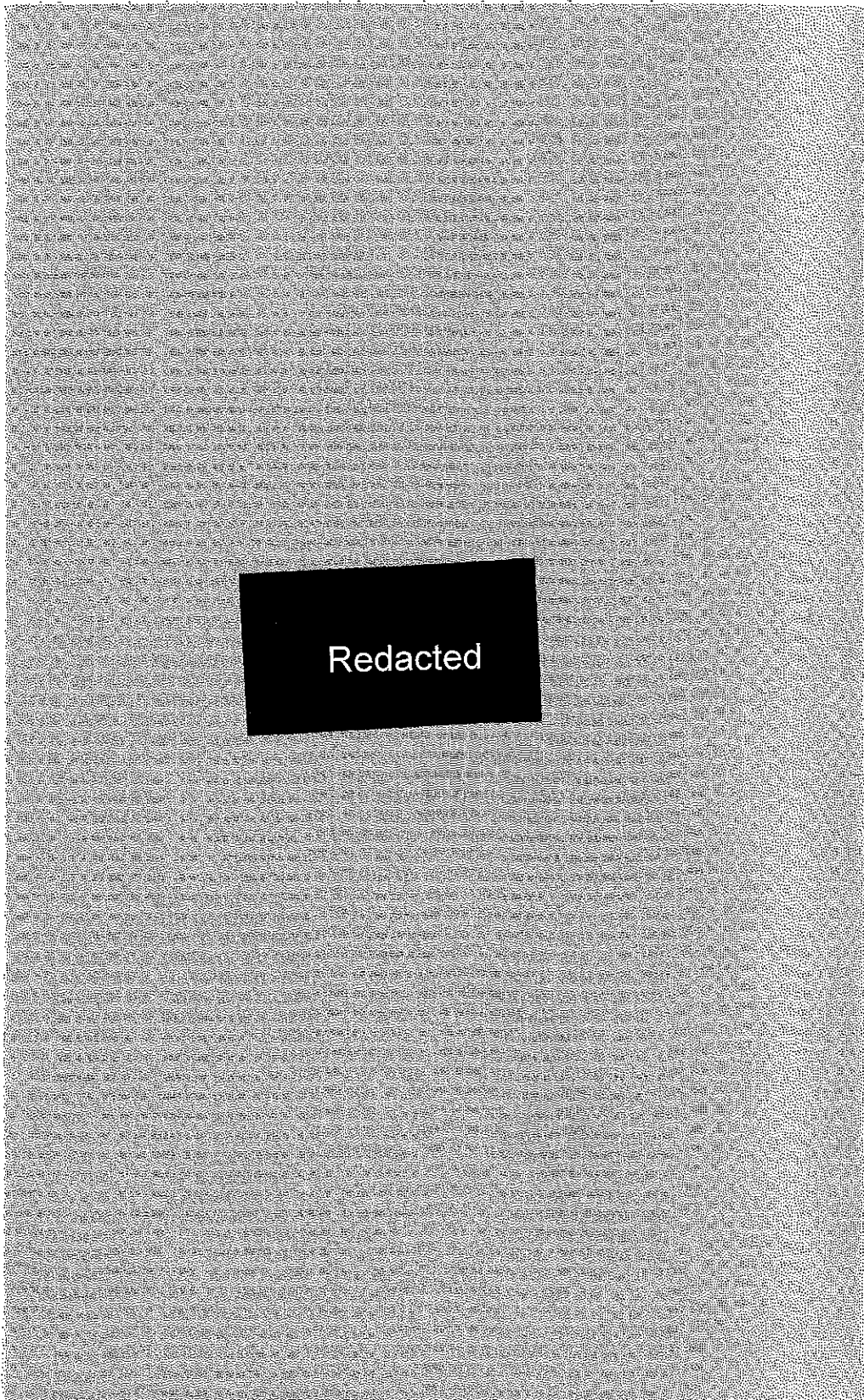


Redacted

Sent:

19 October 2016 08:59

To:



Redacted

Cc:

Subject:

Electronic Vote Counting System - Local Government Elections 2017

Attachments:

Electronic Counting - Buyers Guide - 17 Oct'16.doc; Electronic Counting - Buyers Guide - Supplementary Guidance - 17 Oct'16.doc

Returning Officers
Election Managers

Reference: Case/217433 – Single Supplier Framework Agreement for the Provision of Scottish Local Government Elections 2017: Electronic Vote Counting System

I am contacting you in connection with the electronic counting ('e-counting') of ballot papers for the 2017 local government elections. (Alex Mowat's email of 7 October, 14:37 refers). As you know, all councils will conduct e-counting for these elections.

As mentioned in Alex Mowat's email, I attach a 'Buyers Guide' document, together with supporting guidance material. You may wish to pass this to your Procurement/Commercial Lead who shall have responsibility for arranging your respective 'call-off' contract with the e-counting supplier, CGI IT UK Ltd.

The 'Buyers Guide' explains the means by which Call-Off contracts are drawn down from the main Framework agreement (signed between the Scottish Government and CGI). Your nominated individual will be asked to complete Annex A of the Guide: 'Collaborative Partner Participation Form' and return to myself by **25th October 2016**, accepting adherence to the Framework Terms and Conditions. The named nominated representative shall subsequently receive log-on details to access a Scottish Government 'Sharepoint' site and commence the 'call-off' process with CGI IT UK Ltd.

Although we had previously considered using the e-counting Online Portal, developed by CGI IT UK Ltd, as the process for accessing the Framework and 'call-off' documentation, on reflection we decided that the Portal is not suitable for commercial documentation.

For this reason, on receipt of acceptance of an Amendment to the Framework from CGI IT UK Ltd, the Scottish Government will upload the respective documentation through our 'Sharepoint' site.

If you wish any further information please contact me.

Regards



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