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Tender

Forest Hill School - ICT Managed Service

Forest Hill School

F02: Contract notice

Notice identifier: 2025/S 000-000795

Procurement identifier (OCID): ocds-h6vhtk-04ceee

Published 10 January 2025, 10:50am

Section I: Contracting authority

I.1) Name and addresses

Forest Hill School

Dacres Road, Forest Hill

Lewisham

SE23 2XN

Contact

Geoff Chandler

Email

geoff.chandler@moxton-education.com

Telephone

+44 7970661087

Country

United Kingdom

Region code

UKI44 - Lewisham and Southwark

UK Register of Learning Providers (UKPRN number)

100745

Internet address(es)

Main address

<https://foresthill.lewisham.sch.uk>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://foresthill.lewisham.sch.uk/procurement/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Forest Hill School - ICT Managed Service

II.1.2) Main CPV code

- 72000000 - IT services: consulting, software development, Internet and support

II.1.3) Type of contract

Services

II.1.4) Short description

Forest Hill School (FHS) is an aspirational comprehensive school in south east London providing education to boys aged 11-18. The school also work with Sydenham School to provide 6th form education for both male and female students.

We consider our 6th form the best place for post-16 study in the borough. This is exemplified by a year-on-year increase in the number of pupils progressing to Russell Group universities and other prestigious institutions, and an enviable record of young people moving on to study at Oxford and Cambridge.

We also believe that students achieve their full potential if they enjoy their work and find it stimulating and challenging. Forest Hill School offers a curriculum of great breadth that includes Dance, Drama, Art and Music alongside the traditional academic subjects.

A total of 1,255 pupils attend FHS of which circa 250 attend the 6th form.

The companies identified from these shortlisting questions to receive the ITT for the Managed Service will then receive a detailed set of requirements. For the purposes of this shortlisting stage bidders should assume that the ITT will include, but is not be limited to;

- strategic advice and direction to the School regarding ICT
- a core onsite service 40 weeks per year minus Bank Holidays
- service desk
- local staffing that bidders deem necessary to deliver the SLA

- responsibility for design, specification, installation, and management of all ICT infrastructure
- supply of goods and services based on an agreed Best Value (BV) approach
- management of all ICT against an agreed SLA
- management of 3rd parties
- relevant monitoring, management, patching and reporting
- training - technical and curriculum as necessary
- expectation that the provider will drive innovation
- risk registers and inventory management
- collective partnership targets aligned to the School's objectives

Bidders should note the following:

- The School will provide a standard contract as part of the ITT Pack
- There will be a TUPE requirement for the existing Managed Service Provider.

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 30213000 - Personal computers
- 30214000 - Workstations
- 30230000 - Computer-related equipment
- 32410000 - Local area network

- 32420000 - Network equipment
- 48820000 - Servers
- 80000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UKI44 - Lewisham and Southwark

Main site or place of performance

Forest Hill School

Dacres Road

Lewisham

II.2.4) Description of the procurement

Forest Hill School (FHS) is an aspirational comprehensive school in south east London providing education to boys aged 11-18. The school also work with Sydenham School to provide 6th form education for both male and female students.

We consider our 6th form the best place for post-16 study in the borough. This is exemplified by a year-on-year increase in the number of pupils progressing to Russell Group universities and other prestigious institutions, and an enviable record of young people moving on to study at Oxford and Cambridge.

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II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £400,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive procedure with negotiation

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

10 February 2025

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

20 February 2025

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Forest Hill School

Lewisham

Country

United Kingdom