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Contract

T1655 - Tender for the Provision of a Document Storage and Retrieval Service

Northern Ireland Housing Executive

F03: Contract award notice

Notice identifier: 2025/S 000-001190

Procurement identifier (OCID): ocds-h6vhtk-04ac43

Published 14 January 2025, 2:06pm

Section I: Contracting authority

I.1) Name and addresses

Northern Ireland Housing Executive

2 Adelaide Street

Belfast

BT2 8BP

Contact

James McErlean

Email

james.mcerlean@nihe.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

T1655 - Tender for the Provision of a Document Storage and Retrieval Service

II.1.2) Main CPV code

- 63121000 - Storage and retrieval services

II.1.3) Type of contract

Services

II.1.4) Short description

The Housing Executive requires safe and secure offsite storage facilities for various types of Records in various formats e.g. reports, letters, case assessments, memos, messages, statistical forms, media storage. Records may be presented in boxes, files or in rolls. Records must be stored in a box at the Contractors facility. All storage of records is to be supported with a collection and delivery service, as well as possible destruction of identified records and the potential purchase of consumables. Please see the Tender Documentation for full details on this requirement.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £1,500,000

II.2) Description

II.2.2) Additional CPV code(s)

- 63120000 - Storage and warehousing services
- 63121100 - Storage services

II.2.3) Place of performance

NUTS codes

- UKN0 - Northern Ireland

II.2.4) Description of the procurement

The Housing Executive requires safe and secure offsite storage facilities for various types of Records in various formats e.g. reports, letters, case assessments, memos, messages, statistical forms, media storage. Records may be presented in boxes, files or in rolls. Records must be stored in a box at the Contractors facility. All storage of records is to be supported with a collection and delivery service, as well as possible destruction of identified records and the potential purchase of consumables. Please see the Tender Documentation for full details on this requirement.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 19.5

Quality criterion - Name: Social Value / Weighting: 10.5

Cost criterion - Name: Cost / Weighting: 70

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2.14) Additional information

The Contract will commence on the 1st February 2025 and last until midnight on the 31st January 2029. The Housing Executive has the option, entirely at our discretion, to extend the Contract for a further periods of up to and including 96 months, or part thereof.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2024/S 000-033179](#)

Section V. Award of contract

Contract No

1

Title

Contract

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 January 2025

V.2.2) Information about tenders

Number of tenders received: 4

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

IRON MOUNTAIN UK LTD

Unit 1 Meadowlands

Antrim

BT41 2QN

Email

emma.murphy@ironmountain.com

Country

United Kingdom

NUTS code

- UK - United Kingdom

Internet address

<https://etendersni.gov.uk/epps>

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £1,100,000

Total value of the contract/lot: £1,500,000

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

Chichester Street

Belfast

BT1 3JF

Country

United Kingdom