

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/001190-2025>

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): ocids-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](mailto: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](mailto: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