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Tender

Webcasting Services 2021

Scottish Parliamentary Corporate Body

F02: Contract notice

Notice identifier: 2021/S 000-002753

Procurement identifier (OCID): ocds-h6vhtk-029228

Published 10 February 2021, 5:16pm

The closing date and time has been changed to:

5 March 2021, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Scottish Parliamentary Corporate Body

The Scottish Parliament, Procurement Services

Edinburgh

EH99 1SP

Contact

Euan Muirhead

Email

Euan.Muirhead@parliament.scot

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.parliament.scot>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10284

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Other type

Devolved Parliament

I.5) Main activity

Other activity

Legislative Body

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Webcasting Services 2021

Reference number

ICT-SER-119

II.1.2) Main CPV code

- 72413000 - World wide web (www) site design services

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Parliamentary Corporate Body (SPCB) requires a Contractor to provide, design, host and maintain a website which plays live video streams and archived video-on-demand (VOD) material. In addition, the Contractor will have to enable the programming and streaming of at least 8 simultaneous meetings and a content management system to manage the streaming and subsequent creation of VOD files. The migration of data from the current contractor is also required.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

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

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

The Scottish Parliamentary Corporate Body (SPCB) requires a Contractor to provide, design, host, support and maintain a website which plays live video streams and archived video-on-demand (VOD) material. In addition, the Contractor will have to enable the programming and streaming of at least 8 simultaneous meetings and a content management system to manage the streaming and subsequent creation of VOD files. The migration of data from the current contractor is also required.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 70

Cost criterion - Name: Price / Weighting: 30

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

Duration in months

40

This contract is subject to renewal

Yes

Description of renewals

24 month extensions at the sole discretion of the SPCB.

II.2.10) Information about variants

Variants will be accepted: No

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

In relation to the SPD:

4A.1: not used

4A.2: not used

III.1.2) Economic and financial standing

List and brief description of selection criteria

In relation to the SPD:

4B.1-4B.4: not used

4B.5: It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer's (Compulsory) Liability Insurance = 5,000,000 GBP

Public Liability Insurance = 1,000,000 GBP

<http://www.hse.gov.uk/pubns/hse40.pdf>

4B.6: The Scottish Parliamentary Corporate Body (SPCB) uses Creditsafe, an independent provider of online business credit reports, to assess the financial standing of tenderers. Tenderers are encouraged to review their financial performance on Creditsafe and read information about how that data is collected and used prior to submitting a tender. Information and the opportunity to run a free report can be found at <http://www.creditsafe.com/products/business-credit-reports/>

If a tenderer does not agree with the credit rating it has been given by Creditsafe it can provide supporting evidence to demonstrate its current position and this will be taken into account when the financial standing is being assessed.

If a tenderer is not listed on Creditsafe, for whatever reason, then it may be asked to submit equivalent accounts to enable the required assessment of financial standing to be carried out.

Minimum level(s) of standards possibly required

Tenderers should have a Creditsafe credit rating of 40 or higher to demonstrate satisfactory financial standing. If a tenderer has a lower credit rating score and has the backing of a parent company with a credit rating of 40 or higher, then the provision of a Parent Company Guarantee prior to the award of any contract will be acceptable. If a tenderer has a lower credit rating score and no evidence to support a stable or improved financial standing then the tender may be rejected.

III.1.3) Technical and professional ability

List and brief description of selection criteria

4C.1.2: Bidders will be required to provide 3 examples that demonstrate that they have the relevant experience to deliver the services as described in part II.2.4 of the Find a Tender Service Contract Notice.

The examples provided must demonstrate experience of the following, as a minimum:

- Experience of building, hosting and supporting a website with similar levels of traffic/usage to the SPCB.
- Experience of building and hosting a reliable streaming/distribution service with similar levels of traffic/usage to the SPCB, where applicable providing evidence of working alongside any potential third-party streaming companies.
- Experience of supporting systems similar in nature to SPCB requirements.
- Experience in building and supporting systems for a no fail, high profile environment, such as the Scottish Parliament.

Each example should be wholly relevant to all, or part, of the services to be provided and collectively they should demonstrate experience in all parts of the services. In answering the question, a simple assertion will not be acceptable evidence; bidders should provide detailed evidence to demonstrate the breadth of their experience and capability. Should the bidder fail to demonstrate experience in all of the areas outlined as a minimum, or provide insufficient evidence to back up their experience, at the SPCB's discretion, then the SPCB reserve the right to mark the SPD response a fail and not proceed to tender evaluation.

In relation to the SPD:

4C.2 - 4C.12: not used

Minimum level(s) of standards possibly required

In relation to the SPD:

4D.1: not used

4D.2: not used

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

In order to ensure the highest standards of service quality in this contract the SPCB requires the contractor to take a positive approach to fair work practices. Full details of all performance conditions are set out in the procurement documents.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

Accelerated procedure

Justification:

This is a business critical requirement for the Scottish Parliament. Any performance issues can potentially lead to the suspension of Parliamentary Business. Due to ongoing performance issues experienced under the current contract, a new replacement contract needs to be awarded as a matter of urgency.

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

Originally published as:

Date

26 February 2021

Local time

12:00pm

Changed to:

Date

5 March 2021

Local time

12:00pm

See the [change notice](#).

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

English

IV.2.7) Conditions for opening of tenders

Date

26 February 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: January 2026

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

A Bidders' Conference will be held via Microsoft Teams on 17 February 2021, at 10:00 UK time. Further information can be found in the Tender Invitation Letter.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 17933. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:642898)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court House

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom