

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/003174-2023>

Contract

## **Archive Digitisation Framework**

Historic Environment Scotland  
Royal Botanic Garden Edinburgh  
National Galleries of Scotland

F03: Contract award notice

Notice identifier: 2023/S 000-003174

Procurement identifier (OCID): ocds-h6vhtk-035f1c

Published 1 February 2023, 4:28pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

#### **Contact**

David Flockhart

#### **Email**

[procurement@hes.scot](mailto:procurement@hes.scot)

#### **Telephone**

+44 1316688866

**Fax**

+44 1316688877

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://historicenvironment.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00164](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00164)

**I.1) Name and addresses**

Royal Botanic Garden Edinburgh

Edinburgh

**Email**

[LMitchell@rbge.org.uk](mailto:LMitchell@rbge.org.uk)

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<https://www.rbge.org.uk/>

### **I.1) Name and addresses**

National Galleries of Scotland

National Galleries of Scotland, 73 Belford Road

Edinburgh

EH4 3DS

#### **Email**

[amccann@nationalgalleries.org](mailto:amccann@nationalgalleries.org)

#### **Telephone**

+44 1316246374

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

#### **Internet address(es)**

Main address

<http://www.nationalgalleries.org>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA11042](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11042)

### **I.2) Information about joint procurement**

The contract involves joint procurement

### **I.4) Type of the contracting authority**

National or federal Agency/Office

**I.5) Main activity**

Other activity

Tourism, Conservation, Built Environment

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Archive Digitisation Framework

Reference number

HES/C/4152

#### **II.1.2) Main CPV code**

- 79995100 - Archiving services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The Purchaser is seeking Supplier(s) for an Archive Digitisation Framework Agreement.

#### **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: £400,000

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 92512000 - Archive services

#### **II.2.3) Place of performance**

NUTS codes

- UKM - Scotland

#### **II.2.4) Description of the procurement**

The Purchaser is seeking Supplier(s) for this Archive Digitisation Framework Agreement to provide an archive digitisation service in relation to images from the HES collections to enable access to its nationally significant materials.

Please see below for a list of items that may require digitisation:

- Unmounted/Mounted photographic prints
- Photographic prints in albums
- Glass plate/Acetate negatives
- Drawings rolled/flat
- Bound volumes
- Loose papers
- 35mm slides
- Microfiche
- Videos/AV

#### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 70

Price - Weighting: 30

#### **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

---

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

#### **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: [2022/S 000-022673](#)

---

## **Section V. Award of contract**

### **Contract No**

HES/C/4152

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

26 January 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 4

Number of tenders received from SMEs: 3

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

Number of tenders received from tenderers from non-EU Member States: 4

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: Yes

**V.2.3) Name and address of the contractor**

Automated Document Services Ltd

Unit 8A Block 14, Queenslie Industrial Estate

Glasgow

G33 4DR

Country

United Kingdom

NUTS code

- UKM82 - Glasgow City

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

UK Archiving

4 Bankhead Medway

Edinburgh

EH11 4BY

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Max Communications Ltd

2-3, Gunnery Terrace, Cornwallis Road

London

SE18 6SW

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

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

Total value of the contract/lot: £400,000

---

## **Section VI. Complementary information**

### **VI.3) Additional information**

(SC Ref:721112)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom