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Tender

Provision or eDiscovery Solution

Financial Conduct Authority

F02: Contract notice

Notice identifier: 2025/S 000-003183

Procurement identifier (OCID): ocds-h6vhtk-047306

Published 30 January 2025, 5:02pm

Section I: Contracting authority

I.1) Name and addresses

Financial Conduct Authority

12 Endeavour Square

London

E20 1JN

Contact

FCA Procurement

Email

fcaprocurement@fca.org.uk

Telephone

+44 2070661000

Country

United Kingdom

Region code

UK - United Kingdom

National registration number

01920623

Internet address(es)

Main address

www.fca.org.uk

Buyer's address

www.fca.org.uk

I.3) Communication

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

<https://atamis-fca.my.site.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://atamis-fca.my.site.com/s/Welcome>

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

I.4) Type of the contracting authority

Other type

Financial Regulation

I.5) Main activity

Other activity

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision or eDiscovery Solution

Reference number

C2932

II.1.2) Main CPV code

- 48000000 - Software package and information systems

II.1.3) Type of contract

Supplies

II.1.4) Short description

The FCA has a requirement for a eDiscovery solution and will carry out a procurement process in accordance with the Restricted Procedure under the Regulations (Regulation 28, the Public Procurement Regulations – PCR – 2015).

A Prior Information Notice (PIN) reference 2024/S 000-019679 was issued in June 2024 in relation to this requirement.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48170000 - Compliance software package

II.2.3) Place of performance

NUTS codes

- UKI4 - Inner London – East

Main site or place of performance

London

II.2.4) Description of the procurement

The FCA has a requirement for a eDiscovery solution and will carry out a procurement process in accordance with the Restricted Procedure under the Regulations (Regulation 28, the Public Procurement Regulations – PCR – 2015).

The process will be carried out in two distinct stages.

Stage 1 – Selection Questionnaire

The first stage requires interested suppliers to submit a completed Selection Questionnaire (SQ) through FCA's eTendering portal, by the 4th March 2025, demonstrating their suitability to deliver the required services. This first stage will assess suppliers' financial stability, technical competence, and relevant experience. A minimum of 5 Bidders, who meet the minimum selection criteria will be invited to proceed to the next stage. The FCA reserves the right to invite more than 5 Bidders.

Stage 2 – Invitation To Tender (ITT)

The second stage involves the submission of detailed tenders from the shortlisted suppliers. These tenders will be evaluated against the criteria set out in an Invitation to Tender (ITT). The contract will be awarded to the supplier whose tender represents the most economically advantageous offer based on the evaluation criteria. All suppliers will be notified of the outcome of the tendering process, and feedback will be provided upon request.

II.2.5) Award criteria

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

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

Duration in months

60

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: Yes

Description of options

Initial term of contract is five (5) years with option to extend for two (2) years.

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

This procurement will be carried out using FCA's eTendering portal (Atamis). Suppliers are required to register in order to participate. Link to portal: <https://atamis-fca.my.site.com/s/Welcome>

Additional CPV Codes: 72222300, 72268000, 72263000, 72265000, 72266000

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

Details of the tender and selection and award criteria are in the procurement documents.

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Detailed in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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 000-019679](#)

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

Date

4 March 2025

Local time

12:00pm

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

2 April 2025

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

FCA

12 Endeavour Square

London

E20 1JN

Email

fcaprocurement@fca.org.uk

Country

United Kingdom

Internet address

www.fca.org.uk

VI.4.2) Body responsible for mediation procedures

FCA

12 Endeavour Square

London

E20 1JN

Email

fcaprocurement@fca.org.uk

Country

United Kingdom

Internet address

www.fca.org.uk

VI.4.4) Service from which information about the review procedure may be obtained

FCA

12 Endeavour Square

London

E20 1JN

Email

fcaprocurement@fca.org.uk

Country

United Kingdom

Internet address

www.fca.org.uk