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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](mailto: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](http://www.fca.org.uk)

Buyer's address

[www.fca.org.uk](http://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

Financial Regulation

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## **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

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## **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

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## 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)

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## 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](mailto:fcaprocurement@fca.org.uk)

Country

United Kingdom

Internet address

[www.fca.org.uk](http://www.fca.org.uk)

#### VI.4.2) Body responsible for mediation procedures

FCA

12 Endeavour Square

London

E20 1JN

Email

[fcaprocurement@fca.org.uk](mailto:fcaprocurement@fca.org.uk)

Country

United Kingdom

Internet address

[www.fca.org.uk](http://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](mailto:fcaprocurement@fca.org.uk)

Country

United Kingdom

Internet address

[www.fca.org.uk](http://www.fca.org.uk)