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Tender

600000

National Crime Agency

F02: Contract notice

Notice identifier: 2021/S 000-003399

Procurement identifier (OCID): ocds-h6vhtk-0294af

Published 19 February 2021, 10:56pm

Section I: Contracting authority

I.1) Name and addresses

National Crime Agency

PO Box 8000

London

B3 2WH

Email

daren.mills@nca.gov.uk

Telephone

+44 7565202907

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<http://ho.bravosolution.co.uk>

I.3) Communication

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

<http://ho.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://ho.bravosolution.co.uk>

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

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

600000

Reference number

PP0031

II.1.2) Main CPV code

- 75100000 - Administration services

II.1.3) Type of contract

Services

II.1.4) Short description

A 4 year contract, is required to provide English audio transcription services on secure premises, either at NCA sites or off-site on supplier premises. This material may be, but is not limited to, interviews of victims and witnesses as part of a criminal investigation.

The NCA requires:

- a transcription service from audio recorded media;
- production of a transcription to be in accordance with NCA security requirements;
- maintenance of auditable records for the receipt, secure storage and return of recordings;
- data in transit and at rest may be in the UK only;
- provider needs to be located in the UK;
- all personnel employed on this framework agreement must undergo the HMG requirements in respect of the Baseline Personnel Security Standard (BPSS) and must hold or be prepared to undertake SC Enhanced level security clearance

Lot 1 - On site

Lot 2 - Off Site

An initial 4 year contract is required with an option to extend for 2 years at yearly intervals (4 + 1 + 1)

II.1.5) Estimated total value

Value excluding VAT: £600,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Lot 1 - On-site Transcription Services

Lot 2 - Off-site Transcription Services

II.2) Description

II.2.1) Title

Lot No

1

II.2.2) Additional CPV code(s)

- 75100000 - Administration services
- 79100000 - Legal services
- 79500000 - Office-support services
- 79551000 - Typing services

II.2.3) Place of performance

NUTS codes

- UK - UNITED KINGDOM

Main site or place of performance

UK

II.2.4) Description of the procurement

The NCA requires providers for this lot to deliver an English audio transcription service at secure NCA premises.

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £300,000

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial contract will be for 4 years but with an option to extend by 2 years at yearly intervals (4 + 1 + 1).

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) Description

II.2.1) Title

Lot No

2

II.2.2) Additional CPV code(s)

- 75100000 - Administration services
- 79100000 - Legal services
- 79500000 - Office-support services
- 79551000 - Typing services

II.2.3) Place of performance

NUTS codes

- UK - UNITED KINGDOM

II.2.4) Description of the procurement

The NCA requires a provider that can deliver an English audio transcription service at secure off-site premises.

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £300,000

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial contract will be for 4 years but with an option to extend for a further 2 years at yearly intervals (4 + 1 +1).

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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

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: No

IV.2) Administrative information

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

Date

23 March 2021

Local time

12:00pm

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)

IV.2.7) Conditions for opening of tenders

Date

23 March 2021

Local time

12:00pm

Information about authorised persons and opening procedure

E-sourcing submission locked until after closing date, then automatically accessible.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

The National Crime Agency

London

Country

United Kingdom