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Tender

Library Management Services

Westminster City Council

F02: Contract notice

Notice identifier: 2024/S 000-003705

Procurement identifier (OCID): ocds-h6vhtk-043730

Published 5 February 2024, 2:11pm

Section I: Contracting authority

I.1) Name and addresses

Westminster City Council

64 Victoria Street

London

SW1E 6QP

Email

tenders@westminster.gov.uk

Country

United Kingdom

Region code

UKI - London

Internet address(es)

Main address

www.capitalesourcing.com

Buyer's address

www.westminster.gov.uk

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.capitalesourcing.com/go/02855349018D416C5D4E>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.capitalesourcing.com/go/02855349018D416C5D4E>

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Library Management Services

II.1.2) Main CPV code

- 79995000 - Library management services

II.1.3) Type of contract

Services

II.1.4) Short description

Westminster City Council jointly runs their public libraries and archives service with the Royal Borough of Kensington and Chelsea. We provide an excellent service to our library customers and are working towards becoming the most inclusive library service in the UK. While we run as a bi-borough service which allows for efficiency savings and an enhanced offer to library customers, our branding remains sovereign council focussed. As such, we currently have one library management system which is able to provide two instances of our library catalogue for each council's library service. We are looking to retain this setup going forward.

We are focussed on delivering a digital experience for our library customers which pulls together the libraries activities into a unified space. We also need to ensure that our business operations, performed in the library management system, are streamlined and user friendly for library staff.

II.1.5) Estimated total value

Value excluding VAT: £580,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48161000 - Library management system

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

Westminster City Council jointly runs their public libraries and archives service with the Royal Borough of Kensington and Chelsea. We provide an excellent service to our library customers and are working towards becoming the most inclusive library service in the UK. While we run as a bi-borough service which allows for efficiency savings and an enhanced offer to library customers, our branding remains sovereign council focussed. As such, we currently have one library management system which is able to provide two instances of our library catalogue for each council's library service. We are looking to retain this setup going forward.

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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

Start date

1 June 2025

End date

31 May 2030

This contract is subject to renewal

Yes

Description of renewals

Extension option of 2 years

II.2.10) Information about variants

Variants will be accepted: Yes

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: Yes

IV.2) Administrative information

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

Date

15 March 2024

Local time

5:00pm

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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

22 March 2024

Local time

5:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

This opportunity and all associated procurement documents will be accessible via our e-sourcing portal, kindly visit; www.capitalesourcing.com and search for the following reference: [itt_wcc_17970]. If you have any questions, please submit these through the e-tendering portal ("the Portal")

Our e-sourcing portal site is free to register on.

To view details of the Opportunity via the Portal please click the following link and enter your Username and Password:

<https://www.capitalesourcing.com/web/login.shtml>

Or browse as follows:

- Connect to <https://www.capitalesourcing.com>
- Enter your Username and Password
- Go to Published Opportunities
- Click on the Project Title to view details

VI.4) Procedures for review

VI.4.1) Review body

The High Court of Justice

The Royal Court of Justice, The Strand

London

WC2A 2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

In accordance with Regulation 86 (Notices of decisions to award a contract), Regulation 87 (Standstill Period) and Regulations 91 (Enforcement of duties through the Court) of the Public Contracts Regulations 2015 (as amended).