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Tender

Digitisation of Local History and Library Collections

Sunderland City Council

F02: Contract notice

Notice identifier: 2022/S 000-003868

Procurement identifier (OCID): ocds-h6vhtk-0315b7

Published 10 February 2022, 2:35pm

Section I: Contracting authority

I.1) Name and addresses

Sunderland City Council

City Hall, Plater Way

Sunderland

SR1 3AA

Contact

Virginia Ainsley

Email

virginia.ainsley@sunderland.gov.uk

Telephone

+44 7824342681

Country

United Kingdom

NUTS code

UKC23 - Sunderland

Internet address(es)

Main address

<http://www.sunderland.gov.uk/>

Buyer's address

<http://www.sunderland.gov.uk/>

I.3) Communication

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

www.nepo.org

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.nepo.org

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

Digitisation of Local History and Library Collections

Reference number

DN595814

II.1.2) Main CPV code

- 92510000 - Library and archive services

II.1.3) Type of contract

Services

II.1.4) Short description

Sunderland City Council wishes to appoint an external library provider to digitise the resources of the City's local history and library collections to ensure they are safeguarded and made as accessible as possible now and into the future.

The appointed provider will be required to digitise and catalogue the collections to professional library standards. The collections must then be uploaded to the Council's Library Management System (LMS).

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 92510000 - Library and archive services

II.2.3) Place of performance

NUTS codes

- UKC23 - Sunderland

II.2.4) Description of the procurement

Sunderland City Council (SCC) wishes to appoint an external library provider to digitise the resources of the City's local history and library collections to ensure they are safeguarded and made as accessible as possible now and into the future. The collection of local and social history records owned by the Council chart the development and changing face of the City over hundreds of years.

As part of the digitisation services, the appointed provider will be required to ensure the integrity and credibility of the library collections, which must be catalogued and retained to professional library standards. The collections must then be uploaded to the Council's Library Management System (LMS).

Full details of the Council's requirements can be found within the ITT documentation, which can be accessed at: www.nepo.org

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

36

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: 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.1.8) 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

14 March 2022

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

14 March 2022

Local time

2:00pm

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

The Council of the City of Sunderland

Mrs Glenda Malone, Corporate Procurement Team, City Hall, Plater Way

Sunderland

SR1 3AA

Country

United Kingdom