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Tender

## **Library Equipment, Software and Maintenance**

APUC LIMITED

F02: Contract notice

Notice identifier: 2023/S 000-004079

Procurement identifier (OCID): ocds-h6vhtk-03a477

Published 9 February 2023, 4:39pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

APUC LIMITED

Unit 27, Stirling Business Centre, Wellgreen

STIRLING

FK82DZ

#### **Contact**

Niall Milroy

#### **Email**

[nmilroy@apuc-scot.ac.uk](mailto:nmilroy@apuc-scot.ac.uk)

#### **Telephone**

+44 7783551453

**Country**

United Kingdom

**Region code**

UKM77 - Perth & Kinross and Stirling

**Companies House**

SC314764

**Internet address(es)**

Main address

<https://www.apuc-scot.ac.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.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

## **I.4) Type of the contracting authority**

Body governed by public law

## **I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Library Equipment, Software and Maintenance

Reference number

LIB1021 AP

#### **II.1.2) Main CPV code**

- 39155100 - Library equipment

#### **II.1.3) Type of contract**

Supplies

#### **II.1.4) Short description**

The purpose of this procurement exercise is to appoint a range of capable best value Contractors for the supply of Library Equipment, Software & Maintenance as detailed within this Invitation to Tender (ITT). The scope of this procurement covers the supply of Library security, self-service Equipment (RFID and EM), self service lockers, library occupancy monitoring solutions, self service laptop charging lockers including maintenance and self-service software including support and maintenance.

#### **II.1.5) Estimated total value**

Value excluding VAT: £5,000,000

### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

One Stop Shop (RFID Security and Self-Service Equipment with Maintenance)

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 39155100 - Library equipment

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

Main site or place of performance

Various

### **II.2.4) Description of the procurement**

This Lot covers a range of RFID Library Equipment and Materials, including installation, maintenance and training. Successful Contractors will be required to supply, install, commission, service, support and maintain equipment for Customer Self Service Terminals.

Also included are added value products of library occupancy monitoring solutions and library access control to enable 24 hour operation.

### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

### **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 period is for two years commencing March 2023. Thereafter 2 annual options to extend the agreement for a further 12 months are exercisable at APUC's discretion.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

## **II.2) Description**

### **II.2.1) Title**

EM and Hybrid Library Equipment

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 39155100 - Library equipment

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

Main site or place of performance

Various

#### **II.2.4) Description of the procurement**

The scope of this Lot will include Library equipment that operates with the use of Electromagnetic security and/or a hybrid with EM/RFID technology capability. This product Lot will include security gates, workstations and self-check units or kiosks.

#### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

#### **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 Framework Agreement will commence March 2023 for a period of 2 years. The Authority reserves the right to extend the Framework Agreement for a further 2 periods of 12 months, subject to satisfactory performance and continued Institution requirements.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

## **II.2) Description**

### **II.2.1) Title**

Self Service Laptop Charging Lockers

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 39155100 - Library equipment

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

Main site or place of performance

Various

### **II.2.4) Description of the procurement**

The scope of this lot includes the supply and maintenance of Laptop lending lockers. The demand is growing for these lockers within the

HE/FE sector, to assist with access to digital equipment and lifecycle extension of laptops.

### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

### **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 Framework Agreement will commence March 2023 for a period of 2 years. The Authority reserves the right to extend the Framework Agreement for a further 2 periods of 12 months, subject to satisfactory performance and continued Institution requirements.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

## **II.2) Description**

### **II.2.1) Title**

Self Service Software

Lot No

4

### **II.2.2) Additional CPV code(s)**

- 48160000 - Library software package
- 72212160 - Library software development services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

Main site or place of performance



Various

#### **II.2.4) Description of the procurement**

The HE/FE institutions may require to purchase an commercial off the shelf (COTS) cloud based, self-checkout application to allow the automation of their check-out process.

#### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

#### **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 Framework Agreement will commence March 2023 for a period of 2 years. The Authority reserves the right to extend the Framework Agreement for a further 2 periods of 12 months, subject to satisfactory performance and continued Institution requirements.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Tenderers must complete the questions on financial accounts and supporting information. Minimum insurance levels as stated in the ITT.

Minimum level(s) of standards possibly required

Tenderers must complete the questions on financial accounts and supporting information. Successful Tenderers will be required to provide two years of audited accounts or equivalent prior to award to the Framework Agreement. This information will be used to assess the Tenderer's economic and financial standing and is deemed a minimum standard and is mandatory. A fail will result in elimination from the procurement exercise.

It is a requirement that all Tenderers must have or commit to have the required insurance levels at commencement of the Framework.

Agreement as indicated below and in PCS-T:

Employers Liability 5,000,000

Product and Public Liability 5,000,000

Professional Risk Indemnity 2,000,000

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Section 4C.1.2 of the SPD requests a relevant example of previous experience of supplier and/or services carried out within the last three years, as this procurement exercise is not a software development project. PASS/FAIL

Section 4C.4 of the SPD requests that Tenderers must confirm prior to award that they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain.

Minimum level(s) of standards possibly required

For a Pass = Tenderers must have a Self-Service Software solution in place within a similar environment to the tender Specification.

For a Fail = Tenderers seeking to develop a fully bespoke Self-Service Software solution System will be disqualified. Tenderers who cannot provide evidence that their solution is in place within a similar environment to the tender Specification will be disqualified.

Section 4C.4 of the SPD requests that Tenderers must confirm prior to award that they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay contractors through the supply chain promptly and effectively and provide evidence when requested of:

- a) Their standard payment terms
- b) or equal to 95% of all supply chain invoices being paid on time (in accordance with the terms of the contract) in the last financial year.

If the Tenderer is unable to confirm (b) they must provide an improvement plan signed by their Director which improves the payment performance.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 16

#### **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

13 March 2023

Local time

4:00pm

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

English

### **IV.2.7) Conditions for opening of tenders**

Date

13 March 2023

Local time

5:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: April 2027

### **VI.3) Additional information**

The Authority acting for itself and the universities and colleges (Institutions) (and affiliated bodies) in Scotland, including any new and successor Institutions, will be able to access and call from the Framework Agreement. A list of the Institutions can be found in Appendix E

In addition, the following purchasing consortia and their respective members have agreed in principle to participate in the Framework Agreement:

London Universities Purchasing Consortium and its members (LUPC)

<https://www.lupc.ac.uk/members/our-members>

North Western Universities Purchasing Consortium and its members (NWUPC)

<https://www.nwupc.ac.uk/our-members>

North Eastern Universities Purchasing Consortium and its members (NEUPC)

<https://neupc.ac.uk/who-are-our-members>

Higher Education Purchasing Consortium Wales and its members HEPCW

<http://www.hepcw.ac.uk/members/>

Southern Universities Purchasing Consortium and its members (SUPC)

<https://www.supc.ac.uk/our-members/>

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23067. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

No large proportion of the framework agreement is expected to be sub-contracted

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community Benefits relevant to customer Institutions, for example training, apprenticeships, opportunities for student placements and investment in the local community.

(SC Ref:719071)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Stirling Sheriff Court and Justice of the Peace Court

Sheriff Court House

Stirling

FK8 1NH

Email

[stirling@scotcourts.gov.uk](mailto:stirling@scotcourts.gov.uk)

Telephone

+44 1786462191

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/home>