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Tender

The SWAN Trust - ICT Managed Service

The SWAN Trust

F02: Contract notice

Notice identifier: 2022/S 000-004856

Procurement identifier (OCID): ocds-h6vhtk-031994

Published 21 February 2022, 4:29pm

Section I: Contracting authority

I.1) Name and addresses

The SWAN Trust

Church Hill

Woking

GU21 4QQ

Contact

Geoff Chandler

Email

geoff.chandler@moxton-education.com

Telephone

+44 7970661087

Country

United Kingdom

NUTS code

UKJ2 - Surrey, East and West Sussex

Internet address(es)

Main address

<https://swantrust.co.uk>

I.3) Communication

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

<https://swantrust.co.uk/our-documents/>

Additional information can be obtained from the above-mentioned address

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The SWAN Trust - ICT Managed Service

II.1.2) Main CPV code

- 72000000 - IT services: consulting, software development, Internet and support

II.1.3) Type of contract

Services

II.1.4) Short description

The SWAN Trust (SWAN) is a Trust of 6 Academies encompassing c.2,027 pupils in and around Woking.

The SWAN Trust was established in 2019 is planning on growing. Bidders should make the assumption that this would be on the basis of at least one school per annum.

Our schools all believe that school to school support and collaboration will bring about improvements in the quality of learning for children in our area and our vision is:

to develop a successful partnership of schools that work together to celebrate success and to create opportunities for our children and staff that raise aspirations and inspire excellence for all.

The ICT Support at the trust is currently a mix of internal staff and 4 outsourced support organisations who provide a mix of scheduled onsite and escalated support. This arrangement will come to an end on the 31st July 2022

This procurement encompasses the items noted below. In essence, this procurement is all about identifying a single supplier to provide a fully outsourced managed service. At the sole discretion of the Trust any future schools that the Trust may incorporate into the Trust will also be added to the ICT contract. Any additional schools will co-terminate to the end same end date of the initial contract.

Further details regarding timescales are noted below but in summary this is advertised as a 60 month contract with a maximum 5 year managed service with start and end dates as follows:

- Service start date - 1st August 2022
- Service end date - 31st July 2027

The new Managed service provider will also deliver a range of technology and change management projects to go ahead as soon as possible. The main focus of these projects is to address technology issues in schools and 'join up' the schools into a single network provision as soon as it is possible following the upgrade of the communications infrastructure which will be a separate procurement.

The companies identified from these shortlisting questions to receive the ITT for the Managed service will then receive a detailed set of requirements. For the purposes of this shortlisting stage bidders should assume that the ITT will include, but not be limited to;

- strategic advice and direction to the Trust regarding ICT
- a core 50 week service
- service desk
- local staffing that bidders deem necessary to deliver the SLA
- responsibility for design, specification, installation and management of all ICT infrastructure
- supply of goods and services based on an agreed Best Value (BV) approach
- management of all ICT against an agreed SLA
- management of 3rd parties
- relevant monitoring, management, patching and reporting
- training - technical and curriculum as necessary
- expectation that the provider will drive innovation
- risk registers and inventory management
- collective partnership targets aligned to the Trusts objectives
- in school support for the integration and upgrade of the communications and security infrastructure

II.1.5) Estimated total value

Value excluding VAT: £1,300,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 30200000 - Computer equipment and supplies
- 80000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UKJ2 - Surrey, East and West Sussex

II.2.4) Description of the procurement

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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.2.6) Estimated value

Value excluding VAT: £1,300,000

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: 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

Competitive procedure with negotiation

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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

21 March 2022

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

25 March 2022

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)

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 SWAN Trust

Woking

GU21 4QQ

Country

United Kingdom