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Tender

T1024 - Secure Off- Site Storage

Co-Ownership Housing

F02: Contract notice

Notice identifier: 2021/S 000-006339

Procurement identifier (OCID): ocids-h6vhtk-02a035

Published 29 March 2021, 12:16pm

Section I: Contracting authority

I.1) Name and addresses

Co-Ownership Housing

Moneda House, 25-27 Wellington Place

Belfast

BT1 6GD

Contact

Trina Watson

Email

twatson@co-ownership.org

Telephone

+44 2890445387

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.3) Communication

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

<https://etendersni.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

T1024 - Secure Off- Site Storage

II.1.2) Main CPV code

- 63121000 - Storage and retrieval services

II.1.3) Type of contract

Services

II.1.4) Short description

Co-Ownership is seeking to establish a contract for the provision of secure off site document storage and to appoint an experienced contractor who will be responsible for providing safe and secure, off site document storage and electronic inventory management for the intake and retrieval of records.

II.1.5) Estimated total value

Value excluding VAT: £180,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 63121000 - Storage and retrieval services

II.2.3) Place of performance

NUTS codes

- UKN06 - Belfast

II.2.4) Description of the procurement

Co-Ownership is seeking to establish a contract for the provision of secure off site

document storage and to appoint an experienced contractor who will be responsible for providing safe and secure, off site document storage and electronic inventory management for the intake and retrieval of records.

II.2.5) Award criteria

Quality criterion - Name: Please see tender documents at [https://etendersni.gov.uk /](https://etendersni.gov.uk/)
Weighting: 40

Cost criterion - Name: Please see tender documents at [https://etendersni.gov.uk /](https://etendersni.gov.uk/)
Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £180,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

After initial contract period there will be 3 optional extension periods of up to 12 months each

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Please see tender documents at <https://etendersni.gov.uk>

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

30 April 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

Tender must be valid until: 28 August 2021

IV.2.7) Conditions for opening of tenders

Date

30 April 2021

Local time

12:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

None

None

Country

United Kingdom