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Tender

## **IWM/2324/DCM/3275: Data Conversion Services - Digitisation Framework Agreement for Imperial War Museums**

Imperial War Museums

F02: Contract notice

Notice identifier: 2024/S 000-006882

Procurement identifier (OCID): ocds-h6vhtk-044544

Published 4 March 2024, 4:05pm

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

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

Imperial War Museums

IWM London, Lambeth Road

London

SE1 6HZ

#### **Contact**

Procurement and Resources Officer

#### **Email**

[erowberry@iwm.org.uk](mailto:erowberry@iwm.org.uk)

#### **Telephone**

+44 2074165000

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

[www.iwm.org.uk](http://www.iwm.org.uk)

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Data-conversion-services./7KDENC9AQ3>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com>

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**

Recreation, culture and religion

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## **Section II: Object**

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

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

IWM/2324/DCM/3275: Data Conversion Services - Digitisation Framework Agreement for Imperial War Museums

Reference number

DCM3275

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

- 72311100 - Data conversion services

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

Services

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

This Contract covers the appointment of Service Provider(s) to join a Framework Agreement undertaking the digitisation work based upon the Lots listed below, as part of the Digital Futures project.

The digitisation work is broken down into the following Lots:

- Lot 1 – Photographic Negative, Prints & Preservation Document Capture
- Lot 2 – Videotape Digitisation
- Lot 3 – Document Copying
- Lot 4 – Sound Digitisation
- Lot 5 – 4K Film Digitisation

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

Value excluding VAT: £250,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 5

## **II.2) Description**

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

Photographic Negative, Prints & Preservation Document Capture

Lot No

1

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

- 72311100 - Data conversion services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

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

Digitisation - Photographic Negative, Prints & Preservation Document Capture

### **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: £1,750,000

### **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

There is an option to extend the contract for an additional year after the initial four year term.

### **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

### **II.2.14) Additional information**

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/7KDENC9AQ3>

## **II.2) Description**

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

Videotape Digitisation

Lot No

2

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

- 72311100 - Data conversion services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

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

Videotape Digitisation

#### **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: £175,000

#### **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

There will be an option to extend the Agreement by an additional year at the end of the initial contract term.

#### **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

#### **II.2.14) Additional information**

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### **II.2) Description**

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

Document Copying

Lot No

3

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

- 72311100 - Data conversion services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

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

Digitisation - Document Copying

#### **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: £175,000

#### **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

There will be an option to extend the Agreement by an additional year at the end of the initial contract term.

### **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

### **II.2.14) Additional information**

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/7KDENC9AQ3>

## **II.2) Description**

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

Sound Digitisation

Lot No

4

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

- 72311100 - Data conversion services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

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

Sound Digitisation

### **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: £12,000

### **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

There will be an option to extend the Agreement by an additional year at the end of the initial contract term.

### **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

### **II.2.14) Additional information**

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/7KDENC9AQ3>

## **II.2) Description**

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

4K Film Digitisation

Lot No

5

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

- 72311100 - Data conversion services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

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

4K Film Digitisation

### **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: £30,000

### **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

There will be an option to extend the Agreement by an additional year at the end of the initial contract term.

### **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

### **II.2.14) Additional information**

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/7KDENC9AQ3>

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

### **III.2) Conditions related to the contract**

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

## **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

#### **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

4 April 2024

Local time

5:00pm

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

English

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

Date

5 April 2024

Local time

9:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Data-conversion-services./7KDENC9AQ3>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/7KDENC9AQ3>

GO Reference: GO-202434-PRO-25401813

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

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

Imperial War Museums

IWM London, Lambeth Road

London

SE1 6HZ

Telephone

+44 2074165000

Country

United Kingdom