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Tender

Data Protection Services Framework 2022

Cardiff Council

F02: Contract notice

Notice identifier: 2022/S 000-007312

Procurement identifier (OCID): ocds-h6vhtk-03232a

Published 17 March 2022, 1:46pm

Section I: Contracting authority

I.1) Name and addresses

Cardiff Council

County Hall, Atlantic Wharf

Cardiff

CF10 4UW

Email

corporateframeworks@cardiff.gov.uk

Country

United Kingdom

NUTS code

UKL22 - Cardiff and Vale of Glamorgan

Internet address(es)

Main address

www.cardiff.gov.uk

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0422

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://supplierlive.proactisp2p.com/Account/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/Account/Login>

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://supplierlive.proactisp2p.com/Account/Login>

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

Data Protection Services Framework 2022

Reference number

ERFX1007687

II.1.2) Main CPV code

- 72300000 - Data services

II.1.3) Type of contract

Services

II.1.4) Short description

Cardiff Council intends to establish and host a framework for provision of Data Protection advice services to the central Information Governance Team which supports the organisation with their contractual obligations with compliance with the General Data Protection Regulation (GDPR) and Data Protection Act 2018. Additionally, the Council wishes to make the Framework available for use by Flintshire County Council, Monmouthshire County Council and Torfaen County Borough Council (including any successor to any of them in the exercise of their statutory or public functions) who are identified as "Potential Customers".

II.1.5) Estimated total value

Value excluding VAT: £480,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

II.2) Description

II.2.1) Title

Data Protection Support Services

Lot No

1

II.2.2) Additional CPV code(s)

- 79140000 - Legal advisory and information services
- 72000000 - IT services: consulting, software development, Internet and support
- 79100000 - Legal services
- 79110000 - Legal advisory and representation services
- 79410000 - Business and management consultancy services
- 79411100 - Business development consultancy services
- 75111200 - Legislative services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

Provision of service which include:

- Providing professional legislative advice on data protection enquiries
- Providing advice on third party systems in relation to technical safeguards in place in respect of the security of processing of personal data.
- Providing legislative opinions in respect of data protection/security incidents Providing a risk assessment, including potential controls which could be implemented, in respect of Data Protection Impact Assessments
- Conducting assurance audits to measure compliance with data protection
- Providing statutory advice and acting as the contracted Data Protection Officer in accordance with the duties set out in Article 39 of the General Data Protection Regulation if requested

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Option to extend for a further two periods of 12 months (total contract Period 24+12+12).

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) Description

II.2.1) Title

Information Request Redaction Support

Lot No

2

II.2.2) Additional CPV code(s)

- 79140000 - Legal advisory and information services
- 72000000 - IT services: consulting, software development, Internet and support
- 79100000 - Legal services
- 79110000 - Legal advisory and representation services
- 79411100 - Business development consultancy services
- 75111200 - Legislative services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

Provision of service which include:

-Providing redaction support in relation to Individual Rights or Freedom of Information Request disclosures

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Option to extend for a further two periods of 12 months (total contract Period 24+12+12).

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

As specified within the tender documentation.

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As specified within the tender documentation.

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

Envisaged maximum number of participants to the framework agreement: 2

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

18 April 2022

Local time

12:00pm

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

English, Welsh

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

18 April 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 4 years subject to services still being required.

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 Council wishes to make the Framework available for use by Flintshire County Council, Monmouthshire County Council and Torfaen County Borough Council (including any successor to any of them in the exercise of their statutory or public functions)

For further information on this opportunity please refer to the Proactis portal:

<https://supplierlive.proactisp2p.com/Account/Login>

(WA Ref:117586)

The buyer considers that this contract is suitable for consortia.

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom