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Tender

## **Surface Pro Computer Refresh**

National Heritage Memorial Fund

F02: Contract notice

Notice identifier: 2022/S 000-007412

Procurement identifier (OCID): ocds-h6vhtk-03238e

Published 18 March 2022, 12:23pm

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

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

National Heritage Memorial Fund

International House, St Katharines Way

London

E1W 1UN

#### **Contact**

Rob Hickmott

#### **Email**

[Rob.Hickmott@heritagefund.org.uk](mailto:Rob.Hickmott@heritagefund.org.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.heritagefund.org.uk>

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

[https://www.heritagefund.org.uk/sites/default/files/itt\\_laptops\\_nhmf\\_march\\_2022\\_upload.pdf](https://www.heritagefund.org.uk/sites/default/files/itt_laptops_nhmf_march_2022_upload.pdf)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://www.heritagefund.org.uk/sites/default/files/itt\\_laptops\\_nhmf\\_march\\_2022\\_upload.pdf](https://www.heritagefund.org.uk/sites/default/files/itt_laptops_nhmf_march_2022_upload.pdf)

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

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

Other type

Lottery Distributor

**I.5) Main activity**

Other activity

Lottery Distribution

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## **Section II: Object**

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

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

Surface Pro Computer Refresh

Reference number

NHMF 310

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

- 30210000 - Data-processing machines (hardware)

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

Supplies

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

Implementation of 3 year program to refresh all computer devices across the organisation. 360 computer devices will be replaced in a phased rollout. The enhanced devices will fully enable hybrid working, and will give end users greater computing capability, whilst closely aligning with the green impact scheme.

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

Value excluding VAT: £485,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UK - United Kingdom

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

To enabled continued end-user integration with our corporate IT systems and

applications, our end user computing devices need to be regularly replaced to keep up with industry standards. Whilst our current devices have served us well in moving fully to a cloud computing set-up, we are starting to see that the specification of those devices needs to be enhanced to enable a continued hybrid way of working. With our corporate IT approach aligning to Microsoft service and product offerings, the new Microsoft Surface 8 matches and delivers all of the enhancements needed to match new hybrid corporate ways of working.

## Requirements

The following equipment will be required:

- 360 Microsoft Surface Pro 8 i7 processor with 16 GB RAM, and 256 GB Hard drive space
- 360 Microsoft Surface Pro 8 Keyboard\\Covers English\\UK configuration
- 360 Microsoft Surface Pro 8 Pens
- Continued Support with a provider
- Available to hold stock & Partial Ship until end of project (Nov '22).
- Access to Software trials and device evaluations (short-term device loans)
- Trade in options on old devices
- Replacement Surface immediately upon request without waiting for return of defective unit
- Free shipping,
- 60-day returns for Surface for Business devices.
- 5 Virtual trainings events
- Customized out-of-box experience of preconfigured apps and settings, and then deploy to employee devices via the cloud.
- Free deployment support
- 90 days free support with issues

All bidders are required to adhere to all appropriate regulations and guidelines on the collection, storage, transmission and destruction of personal data (MRS/SRA, Data Protection Act 1998: Guidelines for Social Research, April 2013).

#### **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: £485,000

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

Duration in months

2

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

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## **Section IV. Procedure**

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

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

Open procedure

Accelerated procedure

Justification:

Replenishment programme brought forward because of world events.

#### **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 2022

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: 4 June 2022

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

Date

4 April 2022

Local time

1:00pm

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## **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**

NHMF

LONDON

Country

United Kingdom