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Tender

## **STC1161 - AACS Software, Ongoing Support, Maintenance and Hardware**

The Corporate Officer of the House of Lords and the Corporate Officer of the House of Commons

F17: Contract notice for contracts in the field of defence and security

Notice identifier: 2022/S 000-008758

Procurement identifier (OCID): ocids-h6vhtk-0328d1

Published 1 April 2022, 8:40am

### **Section I: Contracting authority/entity**

#### **I.1) Name, addresses and contact point(s)**

The Corporate Officer of the House of Lords and the Corporate Officer of the House of Commons

Westminster

LONDON

SW1A 0AA

#### **Contact**

David Martin

#### **Email(s)**

[martindb@parliament.uk](mailto:martindb@parliament.uk)

#### **Country**

United Kingdom

**Internet address(es)**

**General address of the contracting authority/entity**

<https://in-tendhost.co.uk/parliamentuk.aspx/Home>

**Address of the buyer profile**

<https://in-tendhost.co.uk/parliamentuk.aspx/Home>

**Electronic access to information**

<https://in-tendhost.co.uk/parliamentuk.aspx/Home>

**Electronic submission of tenders and requests to participate**

<https://in-tendhost.co.uk/parliamentuk.aspx/Home>

**Further information**

Further information can be obtained from the above mentioned contact point(s)

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from**

The above-mentioned contact point(s)

**Tenders or requests to participate must be sent to**

The above-mentioned contact point(s)

**I.2) Type of the contracting authority**

Ministry or any other national or federal authority, including their regional or local subdivisions

**I.3) Main activity**

General public services

## **I.4) Contract award on behalf of other contracting authorities/entities**

The contracting authority is purchasing on behalf of other contracting authorities:

No

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## **Section II: Object of the contract**

### **II.1) Description**

#### **II.1.1) Title attributed to the contract by the contracting authority**

STC1161 - AACS Software, Ongoing Support, Maintenance and Hardware

#### **II.1.2) Type of contract and location of works, place of delivery or of performance**

Services

Service category No 1: Maintenance and repair services

#### **Main site or location of works, place of delivery or of performance**

Parliamentary Estate, London

#### **NUTS code**

- UKI - London

#### **II.1.5) Short description of the contract or purchase(s)**

The Authority is looking to engage a contractor with the capability and capacity to lead, coordinate and deliver a Automatic Access Control System (AACS) software including the hardware platforms that support the software such as servers and terminals (but not door controllers or card readers). The contract will include installation and commissioning of the new software and hardware, the ongoing support including software updates, help desk / call centre support and the maintenance and repair of the new AACS software and related equipment. The Authority will procure some services from the incumbent supplier to enable a smooth transition from the old AACS system software to the new.

In scope will be the Parliamentary Estate including the Palace of Westminster and all outbuildings, any buildings added to the estate in future and decant buildings resulting from Restoration & Renewal (R&R). The new software must have the flexibility and sufficient capacity to cover all estate expansion.

The Required Supplies and Services are to include, but are not limited to, the following:

Software Scope:

- AACS software application and associated database
- AACS IT support and maintenance, 24 hours a day, 7 days a week, 365 days a year.
- Ongoing support for the existing 3rd party system integrations for non-Access Control purposes.
- Ongoing management /maintenance of integration software to the controllers and readers
- Pass Office reporting software.
- Support for the Security Vetting Process (SVP) to process data from and into the new vetting process.
- Any required software and Firmware upgrades to the AACS and existing card readers and door controllers.
- AACS certification (CAPSS) (At bid stage the supplier may be working towards CAPSS)
- Interface development to PSIM, lock down systems, key safes and other interfaces as defined in the specification.

Hardware Interfacing Scope:

- AACS Head End equipment & Workstations
- Pass Office Camera and Pass Printers
- Handheld Security Officer Portable Pass Readers
- Non-wired Locks
- Pass Update hotspots
- Maintenance of PIN & Proximity and Proximity only Readers and their Controllers, to

include maintenance of related interfaces.

#### People Scope:

- All necessary training of Parliamentary Security Department (PSD) staff.
- Training requirements for PSD are to provide 'Train the Trainer' training to the managers and report training for the data specialist.

#### Maintenance Scope

- AACS Software Support, updates and patching
- AACS Server, workstation and associated hardware repair, maintenance, updates and patching
- AACS controller and reader support including repair, routine maintenance, updates and patching
- Support for the whole system with periodic cyber assurance testing, and ongoing Parliamentary system accreditation
- Management of the lifecycle of hardware and replacement when hardware becomes end of support, end of life.

#### Additional Works

- Project management, design and resulting implementation of projects, for example for extensions of the current system if new buildings / rooms are added.
- Projects that result from reactive or pre-planned maintenance outcomes.
- Additional works projects which relate to the scope of the contract.

The Authority intends to award a contract for the AACS Software, ongoing support, maintenance and hardware for a period of ten years. The term will include a transition period from the existing incumbent. There will also be the possibility of an optional extension of 1 year (12 months) under a priced option.

### **II.1.6) Common procurement vocabulary (CPV)**

- 50610000 - Repair and maintenance services of security equipment

### **Additional CPV code(s)**

- 22455000 - ID cards
- 30200000 - Computer equipment and supplies
- 31351000 - Electric conductors for access control systems
- 35120000 - Surveillance and security systems and devices
- 42961100 - Access control system
- 45222300 - Engineering work for security installations
- 48730000 - Security software package
- 48800000 - Information systems and servers
- 72212730 - Security software development services
- 72253000 - Helpdesk and support services
- 72260000 - Software-related services
- 79512000 - Call centre

### **II.1.7) Information about subcontracting**

The tenderer has to indicate in the tender any share of the contract it may intend to subcontract to third parties and any proposed subcontractor, as well as the subject-matter of the subcontracts for which they are proposed

The tenderer has to indicate any change occurring at the level of subcontractors during the execution of the contract

### **II.1.8) Lots**

This contract is divided into lots: No

### **II.1.9) Information about variants**

Variants will be accepted: No

## **II.2) Quantity or scope of the contract**

### **II.2.1) Total quantity or scope**

Estimated value excluding VAT:

Range: between £5,000,000 and £8,000,000

### **II.2.2) Information about options**

Options: Yes

Description of these options: Optional 1 year (12 months) extension

### **II.2.3) Information about renewals**

This contract is subject to renewal: Yes

## **II.3) Duration of the contract or time limit for completion**

Start date: 31 January 2023

End date: 30 January 2033

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

### **III.1) Conditions relating to the contract**

#### **III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

See the Pre-Qualification Questionnaire (PQQ) and the PQQ Guidance document

#### **III.1.4) Other particular conditions to which the performance of the contract is subject, in particular with regard to security of supply and security of information**

This contract will be subject to Key Performance Indicators and / or Service Level Agreements.

### **III.2) Conditions for participation**

#### **III.2.1) Personal situation**

##### **Criteria regarding the personal situation of economic operators (that may lead to their exclusion) including requirements relating to enrolment on professional or trade registers**

Information and formalities necessary for evaluating if the requirements are met: The selection criteria is stated in the PQQ documents and includes the criteria regarding the personal situation of economic operators (that may lead to their exclusion) including requirements relating to accreditation(s) by third parties and membership(s) of professional and trade registers and bodies relating to security.

##### **Criteria regarding the personal situation of subcontractors (that may lead to their rejection) including requirements relating to enrolment on professional or trade registers**

Information and formalities necessary for evaluating if the requirements are met: The selection criteria is stated in the PQQ documents and includes the criteria regarding the personal situation of subcontractors (that may lead to their rejection) including requirements relating to accreditation(s) by third parties and membership(s) of professional and trade registers and bodies relating to security.

#### **III.2.2) Economic and financial ability**



### **Criteria regarding the economic and financial standing of economic operators (that may lead to their exclusion)**

Information and formalities necessary for evaluating if the requirements are met: The information and formalities necessary for evaluating the criteria is detailed in the PQQ documents and the Authority will expect full financial transparency whilst assessing potential suppliers' economic and financial standing.

### **III.2.3) Technical and/or professional capacity**

#### **Criteria regarding the technical and/or professional ability of economic operators (that may lead to their exclusion)**

Information and formalities necessary for evaluating if the requirements are met: See the PQQ documentation for this information.

#### **Criteria regarding the technical and/or professional ability of subcontractors (that may lead to their rejection)**

Information and formalities necessary for evaluating if the requirements are met: See the PQQ documentation for this information.

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## **Section IV: Procedure**

### **IV.1) Type of procedure**

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

Restricted

#### **IV.1.2) Limitations on the number of operators who will be invited to tender or to participate**

Envisaged number of operators: 4

Objective criteria for choosing the limited number of candidates: See PQQ documents for details on the down selection process to a maximum of 4 operators to take part in the ITT stage 2 tender.

### **IV.2) Award criteria**

#### **IV.2.1) Award criteria**

the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

#### **IV.2.2) Information about electronic auction**

An electronic auction has been used: no

#### **IV.3) Administrative information**

##### **IV.3.4) Time limit for receipt of tenders or requests to participate**

12 May 2022 - 12:00pm

##### **IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates**

1 July 2022

##### **IV.3.6) Language(s) in which tenders or requests to participate may be drawn up**

English

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## Section VI: Complementary information

### VI.1) Information about recurrence

This is a recurrent procurement: No

### VI.3) Additional information

The intention is to use the In-Tend e-Sourcing Portal for the PQQ Publishing.

In-Tend e-Sourcing Portal:

Suppliers must read through this set of instructions and follow the process to respond to this opportunity. The information and PQQ documents for this opportunity are available on the Parliamentary e-sourcing portal In-Tend. You must register on the In-Tend site to respond to this opportunity: <https://in-tendhost.co.uk/parliamentuk.aspx/Home>

Please ensure you follow any instruction provided to you. The deadline for submitting your response(s) is detailed within this contract notice and the PQQ documents. PQQ submissions must be uploaded to the portal; electronic responses submitted via e-mail are not acceptable. Please ensure that you allow yourself plenty of time when responding to this opportunity prior to the closing date and time, especially if you have been asked to upload documents. If you are experiencing problems, please contact the PPCS Business Support team via email: [ppcs@parliament.uk](mailto:ppcs@parliament.uk) or call +44 (0)207 219 1600 for further assistance.

Please visit In-Tend (link above) for full details and to register your interest in this procurement.

To access the PQQ documents select the tender reference STC1161 in the 'current tenders' list, click on the 'view tender details' and express interest by clicking on the button provided.

If you need to register, your company details will be required, thereafter you will be issued with a username and password. If you have previously registered with In-Tend, please follow the link shown which will redirect you to the home page where you can log on using your existing username and password to collect the tender documents. If you have registered and forgotten your username and password, click on the 'forgotten password' link on the In-Tend homepage.

Please keep this username and password secure and do not pass it to any third parties. If you are experiencing problems, please contact the PPCS Business Support team via email: [ppcs@parliament.uk](mailto:ppcs@parliament.uk) or call +44 (0)207 219 1600 for further assistance.

You are advised to allow sufficient time when responding to this PQQ, and for the full

uploading of documents, prior to the closing date of 12.00 noon UK time on 12th May 2022. Late submissions will not be accepted. If you are uploading multiple documents you will have to individually load one document at a time or you can opt to zip all the documents in an application such as WinZip or WinRAR.

As part of the PQQ process there is the requirement that a completed and signed Non-Disclosure Agreement (NDA) is submitted at the same time as your completed PQQ submission via correspondence on the portal.

Once the PQQ evaluation has been carried out those successfully down selected to proceed to the ITT stage (and on acceptable receipt of your completed and signed NDA and confirmation of security clearances - see below) a link will be sent via the portal to the selected tenderers to be able to access the ITT tender documents.

#### Baseline Personnel Security Standard and Parliamentary security clearances

If successful at PQQ Stage all personnel involved in the following ITT tender stage process must be UK Nationals, will be required to comply with the HMG Baseline Personnel Security Standard (BPSS) pre-employment checks and have obtained the Parliamentary security clearance Counter Terrorism Check (CTC) for the personnel who will have access to the ITT for the purpose to work on and complete the tender for this Contract. Please see the PQQ Guidance document on the requirements regarding the timelines on submitting clearance forms for CTC if successful at PQQ stage.

This will be in line with Cabinet Office guidance on BPSS and the Home Office guide on preventing illegal working. Further information is also provided in the e-tendering portal <https://in-tendhost.co.uk/parliamentuk.aspx/BuyerProfiles>, including guidance on obtaining security clearance (CTC) for personnel working on the Parliamentary Estate, having access to the Authority's IT network and/or data.

Some of the personnel who will be involved in the delivery of the future contract must be UK Nationals, cleared at Security Check (SC) level as a minimum. Details of this will be set out in the specification to be released at ITT stage.

#### Pre-Qualification Questionnaire (PQQ):

The selection criteria in the PQQ contains both pass/fail questions and scored questions. A PQQ response that is deemed a "Fail" against any Pass/Fail question will be non-compliant. A breakdown of the scoring and weightings for the scored questions is detailed within the PQQ documents.

All fully compliant PQQ responses will be evaluated, scored and then ranked. A maximum of four (4) potential suppliers (with compliant PQQs) with the highest total marks will be taken through to the next stage of the tender process where a link to the Invitation to Tender (ITT)

will then be sent, via In-Tend, to the selected companies (subject to CTC security clearances being confirmed for the bid teams).

The Authority also reserves the right to invite less than the maximum four (4) potential suppliers to ITT if there are less than the required four (4) compliant PQQs received by the Authority.

Companies who are successful at the PQQ stage and are selected to participate in the ITT stage must have the capability to handle, store and manage documentation up to the classification of Highly Restricted.

Please note that clarification questions should be sent, and will be answered, through In-Tend.

Please check this system daily. The closing date for clarification questions to the PQQ is 28/04/2022 at 23:59hrs.

Invitation to Tender:

Full details of the requirement/specification will be provided with the ITT at stage 2 of the process. In addition, the Authority reserves the right to add items of similar nature to the contract during the lifetime of the contract.

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.

This procurement will be using the Defence and Security Public Contracts Regulations 2011 (DSPCR).

IR35. The intermediaries' legislation does not apply to this engagement:

The Authority reserves the right to amend any condition related to security of information to reflect any changes in national law or government policy. If any contract documents are accompanied by instructions on safeguarding classified information (e.g. a Security Aspects Letter), the Authority reserves the right to amend the terms of these instructions to reflect any changes whether in respect of the applicable protective marking scheme, specific protective markings given, the aspects to which any protective marking applies, or otherwise.

Subject to applicable law:

The Authority reserves the right in its absolute discretion and notwithstanding anything to the contrary in this Procurement or otherwise at any time and without prior notice to:

1. change or waive the basis, requirements, scope, content, procedures, structure and/or timescale for the Procurement in whole or in part as it considers appropriate, including:
  - a) issuing updated, amended and/or replacement documentation or information including all or part of the PQQ, ITT or Contract;
  - b) adding, removing, amending or replacing components from the scope of any requirement;
  - c) adding, removing, amending, replacing, postponing or re-ordering any stages, phases or steps of the Procurement;
  - d) varying the Procurement timings or deadlines (including the timetable set out in section 3); or
  - e) varying the permitted methods or contact details for submitting Proposals or communications with the Authority;
2. require Bidders to:
  - a. submit updated, amended or replacement versions of all or part of Bidder's Proposals; or
  - b. provide any additional, supplementary or clarificatory information, explanations or verifications that it may consider appropriate;
3. reject all or part of any Proposal or re-invite Proposals on the same or an alternative basis;
4. disqualify any Bidder who:
  - a. provides information or confirmations which later prove to be untrue or incorrect or does not supply the information required by the Authority during the Procurement process; or
  - b. fails the PQQ on the grounds of a previous security breach (Reg 23(4)(e)) or reliability (Reg 23(4)(f))
  - c. does not, in the Authority's opinion, comply with the provisions of this PQQ or any other requirement of the Authority in connection with the Procurement that may from time-to-time be notified to the Bidders;
5. withdraw all or part of this Procurement;
6. terminate all or part of the Procurement;
7. award a contract without prior notice; or

8. not award any contract(s) as a result of the Procurement.

Conflicts of Interest:

The Authority wishes to ensure that Applicants are treated equally and in a non-discriminatory manner during the Procurement, and that conflicts of interest do not undermine fair competition, therefore, the Authority wishes to identify conflicts of interest and assess Applicants' strategies for their elimination or mitigation as early as possible in the Procurement.

Please see the PQQ documentation regarding Conflicts of Interest declaration.

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

### **VI.4.3) Service from which information about the lodging of appeals may be obtained**

The Corporate Officer of the House of Lords and The corporate Officer of the House of Commons

Westminster

London

SW1A 0AA

#### **Email(s)**

[ppcs@parliament.uk](mailto:ppcs@parliament.uk)

#### **Country**

United Kingdom

#### **Internet address**

<https://in-tendhost.co.uk/parliamentuk.aspx/Home>