

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/009255-2021>

Tender

## **St Helens Borough Council – Contract for a UK GDPR Data Protection Officer Function to Schools in St Helens**

St.Helens Council

F02: Contract notice

Notice identifier: 2021/S 000-009255

Procurement identifier (OCID): ocids-h6vhtk-02ab98

Published 29 April 2021, 11:51am

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

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

St.Helens Council

Town Hall, Victoria Square

St Helens

WA10 1HP

#### **Contact**

Mr Peter Smith

#### **Email**

[petersmith@sthelens.gov.uk](mailto:petersmith@sthelens.gov.uk)

#### **Telephone**

+44 1744676784

#### **Country**

United Kingdom

**NUTS code**

UKD7 - Merseyside

**Internet address(es)**

Main address

<http://www.sthelens.gov.uk>

Buyer's address

<http://www.sthelens.gov.uk>

**I.3) Communication**

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

<https://procontract.due-north.com/Advert/Index?advertId=195ab042-d5a8-eb11-810c-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=195ab042-d5a8-eb11-810c-005056b64545>

**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**

St Helens Borough Council – Contract for a UK GDPR Data Protection Officer Function to Schools in St Helens

Reference number

DN541131

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

Services

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

As public authorities under the General Data Protection Regulation (GDPR), the St Helens, schools need to appoint a statutory Data Protection Officer (DPO) to the standards of, and to perform the tasks set out in, articles 37-39 of the UK GDPR.

The schools have chosen to fulfil this requirement through a service contract as specified within the documents associated with this tender.

There are 35 schools both primary and secondary / special SEN who potentially will require this service. However the number could be higher or lower. Other St Helens schools not joining the contract from the outset should be allowed to join the contract at any time during the contract period on a co-terminus basis. Please note there is no guarantee regarding the number of schools and / or volume of work that the schools and or St Helens Borough Council might request during the contract period.

For further information go to [www.The-Chest.org](http://www.The-Chest.org) and under current opportunities select St Helens Council reference DN541133

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

Value excluding VAT: £210,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKD7 - Merseyside

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

For further information go to [www.The-Chest.org](http://www.The-Chest.org) and under current opportunities select St Helens Council reference DN541133

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 September 2021

End date

31 August 2024

This contract is subject to renewal

Yes

Description of renewals

For further information go to [www.The-Chest.org](http://www.The-Chest.org) and under current opportunities select St Helens Council reference DN541133

### **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 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: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

8 June 2021

Local time

12:00pm

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

English

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

Date

8 June 2021

Local time

12:00pm

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

St Helens Borough Council

St Helens

Country

United Kingdom