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Tender

<No title>

Ministry of Defence

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

Notice identifier: 2022/S 000-009331

Procurement identifier (OCID): ocds-h6vhtk-032b0e

Published 7 April 2022, 9:36am

Section I: Contracting authority/entity

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

Ministry of Defence

SDA Commercial, Ground Floor, Howard Building, HMNB Devonport

Plymouth

PL2 2BG

For the attention of

Matthews Leanne

Email(s)

Leanne.Matthews127@mod.gov.uk

Country

United Kingdom

Internet address(es)

Electronic access to information

<https://contracts.mod.uk/esop/guest/go/opportunity/detail?opportunityId=53500>

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)

Section II: Object of the contract

II.1) Description

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

Services

Service category No 3: Defence services, military defence services and civil defence services

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

HM Naval Base (NB) Devonport is the largest NB in Western Europe, employing a large and diverse workforce, consisting of MoD and civilian personnel. It is the sole nuclear repair and refuel facility for the Royal Navy, the NB Reception Centres provide a critical enabling function, in line with MoD risk appetite, and in support of NB Operational Outputs. Being the first port of call to visitors, the Contractor is required to have a customer focused approach and provide an accurate and timely service with the security of the Naval Base the priority at all times. The Contractor must be compliant with the Authority's' Guidance and Policy and is expected to deliver the service from the authorised Pass Offices, operating throughout the hours detailed in the Schedule of Requirements. The Reception Centre provider has the responsibility to process Security Vetting applications and issue all security and vehicle passes to Suppliers, Contractors, Visitors and Staff, with responsibility for ensuring Devonport Site Access Induction training is completed (DSAI) . Monthly reporting on Key Performance Indicators, including Customer Satisfaction surveys will be a key responsibility in this contract as well as regular performance and progress meetings with the Authority. The Contract is for a 5 year period with the option for the Authority to extend for a further 2 years.

II.1.6) Common procurement vocabulary (CPV)

- 79992000 - Reception services

Section III. Legal, economic, financial and technical information

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: Suppliers Instructions How to Express Interest in this Tender:

1. Register your company on the eSourcing portal (this is only required once)

- Browse to the eSourcing Portal
- Click the "Click here to register" link
- Accept the terms and conditions and click "continue"
- Enter your correct business and user details
- Note the username you chose and click "Save" when complete
- You will shortly receive an email with your unique password (please keep this secure)

2. Express an Interest in the tender

- Login to the portal with the username/password
- Click the "PQQs Open to All Suppliers" link. (These are Pre-Qualification Questionnaires open to any registered supplier)
- Click on the relevant PQQ to access the content.
- Click the "Express Interest" button in the "Actions" box on the left-hand side of the page.
- This will move the PQQ into your "My PQQs" page. (This is a secure area reserved for your projects only)
- Click on the PQQ code, you can now access any attachments by clicking the "Settings and Buyer Attachments" in the "Actions" box

3. Responding to the tender

- You can now choose to “Reply” or “Reject” (please give a reason if rejecting)
- You can now use the ‘Messages’ function to communicate with the buyer and seek any clarification
- Note the deadline for completion, then follow the onscreen instructions to complete the PQQ
- There may be a mixture of online & offline actions for you to perform (there is detailed online help available)

If you require any further assistance please consult the online help, or contact the eTendering help desk.

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: Suppliers Instructions How to Express Interest in this Tender:

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- Browse to the eSourcing Portal
- Click the “Click here to register” link
- Accept the terms and conditions and click “continue”
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Section IV: Procedure

IV.1) Type of procedure

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Restricted

IV.3) Administrative information

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

13 May 2022

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

English

Section VI: Complementary information

VI.3) Additional information

The Contracting Authority intends to use an e-Tendering system in this procurement exercise, please visit www.contracts.mod.uk for full details and to register your interest in this procurement.