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Tender

## **IT System for Regulatory and Housing Services**

Conwy County Borough Council

F02: Contract notice

Notice identifier: 2022/S 000-009795

Procurement identifier (OCID): ocds-h6vhtk-030aa4

Published 12 April 2022, 4:07pm

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

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

Conwy County Borough Council

Bodlondeb, Bangor Road

Conwy

LL32 8DU

#### **Contact**

Sarah Martin

#### **Email**

[procurement@conwy.gov.uk](mailto:procurement@conwy.gov.uk)

#### **Telephone**

+44 1492574000

#### **Country**

United Kingdom

**NUTS code**

UKL13 - Conwy and Denbighshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0389](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0389)

**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

<http://www.sell2wales.gov.wales>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.sell2wales.gov.wales>

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

IT System for Regulatory and Housing Services

Reference number

MIS/R&H/04-22

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

- 72212482 - Business intelligence software development services

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

Services

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

Conwy County Borough Council is looking to procure an integrated IT System for the Regulatory and Housing Service.

We currently have a broad spectrum of systems in use within the department, one of these systems is out of contract at the end of December 2022.

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

This contract is divided into lots: No

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

#### **II.2.2) Additional CPV code(s)**

- 72212170 - Compliance software development services
- 72212331 - Project management software development services
- 72212400 - Business transaction and personal business software development services
- 72268000 - Software supply services
- 48218000 - License management software package
- 90714100 - Environmental information systems

- 30196000 - Planning systems

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

NUTS codes

- UKL13 - Conwy and Denbighshire

Main site or place of performance

Conwy

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

Conwy County Borough Council is looking to procure an integrated IT System for the Regulatory and Housing Service, which comprises of the following service areas:

- Development Management (Planning)
- Building Control
- Public Protection
- Environmental Health – which includes:
  - Food Safety and Standards
  - Health and Safety
  - Animal Welfare Licensing
  - Housing Enforcement
  - Pollution
  - Nuisances
  - Environmental Monitoring and Control
  - Trading Standards
  - Licensing
  - Land Charges

-Housing Improvement

-Homelessness

-Community Safety (Anti-Social Behaviour)

Regulatory and Housing Services provide a service to the public, consumers, traders, businesses, residents and the local authority. The service requires a modern, up-to-date system that allows them to work in a more efficient and flexible way through the use of modern and innovative means, enabling staff to manage and monitor all aspects of their daily tasks all in one place and to support mobile working.

We currently have a broad spectrum of systems in use within the department, one of these systems is out of contract at the end of December 2022 and as such we have a legal requirement to go out to tender for a IT System. This system has been in place for over 10 years and a number of processes have been embedded within service areas to ensure good practices, which we aim to continue and continually improve into the future.

The system must not only support legislative requirements but also allow flexibility to suit the diverse needs of the service and how these might change over time.

It is a requirement to be able to tailor the system to meet the needs of Conwy County Borough Council which will inevitably change over time. We expect to manage and monitor all aspects of workloads easily and be able to report on the information we require in different formats, tailored to our desired audience through a variety of formal reports and dashboards.

It is anticipated that the contract will be 5 years with an option to extend 1yr +1yr.

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

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend for 1yr + 1yr.

#### **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

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

#### **III.1) Conditions for participation**

##### **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.2.3) 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

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### **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: Yes

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

##### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-001036](#)

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

Date

20 May 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

23 May 2022

Local time

9:00am

Place

Online

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

[https://www.sell2wales.gov.wales/Search/Search\\_Switch.aspx?ID=120375](https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=120375).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.sell2wales.gov.wales/sitehelp/help\\_guides.aspx](https://www.sell2wales.gov.wales/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(WA Ref:120375)

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