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Tender

## **Website Development, Maintenance and Hosting Framework**

Highlands and Islands Enterprise  
Wave Energy Scotland Limited  
Orkney Research and Innovation Campus LLP

F02: Contract notice

Notice identifier: 2025/S 000-010807  
Procurement identifier (OCID): ocids-h6vhtk-04f7a8  
Published 24 March 2025, 9:06am

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

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

Highlands and Islands Enterprise  
An Lòchran, 10 Inverness Campus  
Inverness  
IV2 5NA

#### **Email**

[hieprocurement@hient.co.uk](mailto:hieprocurement@hient.co.uk)

#### **Telephone**

+44 1463245245

#### **Country**

United Kingdom

**NUTS code**

UKM6 - Highlands and Islands

**Internet address(es)**

Main address

<http://www.hie.co.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00313](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00313)

**I.1) Name and addresses**

Wave Energy Scotland Limited

An Lòchran, 10 Inverness Campus

Inverness

IV2 5NA

**Email**

[wesprocurement@hient.co.uk](mailto:wesprocurement@hient.co.uk)

**Telephone**

+44 1463245245

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.waveenergyscotland.co.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA24283](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA24283)

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

Orkney Research and Innovation Campus LLP

The Robert Rendall Building, Franklin Road

Stromness

KW16 3AN

#### **Email**

[facilitiesmanagement@orkneycampus.co.uk](mailto:facilitiesmanagement@orkneycampus.co.uk)

#### **Telephone**

+44 1463245245

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

#### **Internet address(es)**

Main address

[https://www.bing.com/search?q=orkney+innovation+and+research+campus&cvid=fa9bec9c62384a958c3793cc43fc1674&gs\\_lcrp=EgRIZGdlKgYIABBFGDkyBggAEEUYOTIGCAEQABhAMgYIAhAAGEAyBggDEAAYQDlGCAQQABhAMgYIBRAAGEAyBggGEAAYQDlGCAcQABhAMgYICBAAGEAyCAgJEOkHGPxV0gEINjM2](https://www.bing.com/search?q=orkney+innovation+and+research+campus&cvid=fa9bec9c62384a958c3793cc43fc1674&gs_lcrp=EgRIZGdlKgYIABBFGDkyBggAEEUYOTIGCAEQABhAMgYIAhAAGEAyBggDEAAYQDlGCAQQABhAMgYIBRAAGEAyBggGEAAYQDlGCAcQABhAMgYICBAAGEAyCAgJEOkHGPxV0gEINjM2)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA3047](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA3047)

5

## **I.2) Information about joint procurement**

The contract involves joint procurement

## **I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Regional or local Agency/Office

## **I.5) Main activity**

Economic and financial affairs

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## **Section II: Object**

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

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

Website Development, Maintenance and Hosting Framework

Reference number

FTS 043

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

- 72413000 - World wide web (www) site design services

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

Services

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

Highlands and Islands Enterprise (HIE) is seeking to appoint a suitably qualified supplier to further develop, maintain and host its suite of websites on the Umbraco content management system. This Framework is being procured for Highlands and Islands Enterprise (HIE) and on behalf of Wave Energy Scotland (WES), Orkney Research and Innovation Campus (ORIC) and any other Contracting Authority wholly or partly under the control of, or funded by HIE, WES or ORIC, at any point during the term of this Framework, subject to case-by-case approval by HIE.

It is expected that these services will be required from 1 August 2025 for an initial period of 3 years (unless terminated in accordance with the provisions of the Framework agreement) with HIE having the option to extend for a period or periods together not exceeding 1 year following the Initial Term.

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

Value excluding VAT: £1,173,600

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

This contract is divided into lots: No

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

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

- 72415000 - World wide web (www) site operation host services
- 72200000 - Software programming and consultancy services
- 72230000 - Custom software development services
- 72250000 - System and support services
- 72240000 - Systems analysis and programming services
- 72300000 - Data services
- 72400000 - Internet services
- 72416000 - Application service providers
- 72420000 - Internet development services
- 72421000 - Internet or intranet client application development services
- 72212480 - Sales, marketing and business intelligence software development services
- 72210000 - Programming services of packaged software products
- 79342000 - Marketing services
- 79413000 - Marketing management consultancy services
- 72410000 - Provider services

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

NUTS codes

- UKM - Scotland

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

This framework will support the ongoing evolution of our websites. The key tasks under the framework are:

- 1.Hosting
- 2.Transfer of existing websites
- 3.Website planning, scoping, design and build

4. Aftercare – maintenance, support and upgrades

5. Project management and reporting

6. Code red

7. Usability, accessibility and testing

8. Website sustainability

9. Strategic campaign planning and delivery

10. Metrics and optimisation

The 3-year budget, excluding VAT but inclusive of travel and subsistence, currently available to deliver these services is between GBP 526,000 and GBP 880,200.

#### **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: £1,173,600

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The framework will be awarded for an initial period of 3 year with HIE having the option to extend for a period or periods together not exceeding 12 months following the Initial Term.

#### **II.2.10) Information about variants**

Variants will be accepted: No

## **II.2.11) Information about options**

Options: Yes

Description of options

HIE reserves the right, on giving reasonable written notice from time to time, to require changes to the Services (whether by way of the removal of Services, the addition of new Services such as a business need, or increasing or decreasing the Services or specifying the order in which the Services are to be performed or the locations where the Services are to be provided). HIE shall not require any such change other than where it is permitted by Regulation 72 of the Public Contracts (Scotland) Regulations 2015.

Examples of contract modification include but are not limited to:

- To provide for additional services by the original supplier that have become necessary and were not included in the initial procurement.
- Where services/part of the service provided can be delivered inhouse by HIE/HIE shared IT services and no longer necessitate outsourcing.
- Where changes to available technology mean that one or more of the Contracting Authorities considers that it would benefit from additional Services of a similar character to the Services.
- Where one or more of the Contracting Authorities requires additional Services as a result of changes in Scottish Government policy or as a result of a direction given to them by the Scottish Government.

## **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

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

Date

14 May 2025

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**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

14 May 2025

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: HIE reserves the right to re-tender for these services upon termination of the framework or at the end of the Framework, including any extension period.

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

In order to participate, bidders should register, for free, on [www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk) and record their interest in this contract and download and complete all relevant documentation.

Tenders must be submitted via the PCS postbox and must be received by the published deadline. Late tenders will not be accepted and HIE will reject any submissions received after the deadline. Email or hard copy responses will not be accepted.

It is estimated that the total value of the framework over the maximum duration of 4 years will be GBP 1,173,600 (excluding VAT). This is the figure which has been used in II.1.5 & II.2.6.

Where bidders are participating with others (SPD 2A.17) and/or relying on the capacity of other entities in order to meet selection criteria they are required to provide information relating to these entities with the relevant supporting SPD documentation being submitted.

SPD 3D.12 Bidders should refer to the "Conflict of Interest" Section within the Scope of Requirements when completing this question.

The Award criteria (Questions 5-10) will be marked according to the following criteria - refer to the tender documents for the evaluation criteria for Questions 1-4:

0 - Unacceptable - Nil or inadequate response which fails to demonstrate an ability to

meet the requirement.

1 - Poor - Response is partially relevant but generally poor. It addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 - Acceptable - Response is relevant and acceptable. It addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 - Good - Response is relevant and good. It is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

4 - Excellent - Response is completely relevant and excellent overall. It is comprehensive, unambiguous and demonstrate a thorough understanding of the requirement and provides details of how the requirement will be met in full.

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

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=791196](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=791196).

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.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/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.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

The supplier will be expected to deliver community benefits. Please refer to the Scope of Requirements for further details.

(SC Ref:791196)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=791196](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=791196)

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

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

Inverness Sheriff Court and Justice of the Peace Court

The Inverness Justice Centre, Longman Road

Inverness

IV1 1AH

Email

[inverness@scotcourts.gov.uk](mailto:inverness@scotcourts.gov.uk)

Telephone

+44 1463230782

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/inverness-sheriff-court-and-justice-of-the-peace-court>