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Tender

## **DC-Electronic Counting for Scottish Local Government Elections 2027**

Scottish Government

F02: Contract notice

Notice identifier: 2025/S 000-011663

Procurement identifier (OCID): ocids-h6vhtk-04790e

Published 28 March 2025, 8:45am

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

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

Scottish Government

5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

#### **Contact**

Sophie Stark

#### **Email**

[Sophie.Stark@gov.scot](mailto:Sophie.Stark@gov.scot)

#### **Telephone**

+44 412425466

#### **Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

**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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

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

Ministry or any other national or federal 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**

DC-Electronic Counting for Scottish Local Government Elections 2027

Reference number

CASE/692538

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

- 72140000 - Computer hardware acceptance testing consultancy services

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

Services

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

The Scottish Government has a requirement to place a contract with an external service provider for the provision of Electronic Counting for Scottish Local Government Elections 2027 and by-elections up to 2032.

The services required include only those necessary to prepare for and deliver the electronic counting of votes and do not extend as far as the provision of services for the conduct of the elections themselves, which remains the responsibility of the Local Authorities.

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

Value excluding VAT: £12,000,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 22821000 - Electoral forms
- 72212900 - Miscellaneous software development services and computer systems
- 72222000 - Information systems or technology strategic review and planning services
- 72313000 - Data capture services
- 72500000 - Computer-related services
- 79810000 - Printing services
- 79820000 - Services related to printing
- 80500000 - Training services
- 80510000 - Specialist training services
- 72224000 - Project management consultancy services
- 72000000 - IT services: consulting, software development, Internet and support
- 79320000 - Public-opinion polling services

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

NUTS codes

- UKM - Scotland

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

The Scottish Government requires a Service Provider to deliver electronic vote counting and associated services for the 2027 Scottish Local Government elections and potentially for any subsequent by-elections. The service provider will be required to deliver electronic counting of ballot papers for the proposed local elections in 2027 and potentially for any subsequent by-elections. The services required include only those necessary to prepare for and deliver the electronic counting of votes and do not extend as far as the provision of services for the conduct of the elections themselves, which remains the responsibility of the Local Authorities.

The next elections to Scottish Local Authorities are due to take place on 6 May 2027, with the Count expected to take place on Friday 7th May.

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

Quality criterion - Name: Project Management / Weighting: 10%

Quality criterion - Name: Ballot Papers, Postal Vote Packs, and other Printed Materials / Weighting: 15%

Quality criterion - Name: Security (M) / Weighting: 10%

Quality criterion - Name: System Requirements (M) / Weighting: 25%

Quality criterion - Name: Elections / Weighting: 15%

Quality criterion - Name: Skills & Resources / Weighting: 15%

Quality criterion - Name: Sustainability and Community Benefits / Weighting: 5%

Quality criterion - Name: Fair Work First / Weighting: 5%

Price - Weighting: 20

#### **II.2.6) Estimated value**

Value excluding VAT: £12,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Initial duration will be 24 months with an option to extend the contract for up to an additional 60 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Optional services may include:

Additional Equipment;

Additional Staff;

By-Elections;

Pilots for different technology relating to eCounting;

and

any other changes arising from changes to policy or legislation.

#### **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**

List and brief description of selection criteria

Current Ratio

Minimum Insurance Levels

Minimum level(s) of standards possibly required

Bidders must demonstrate a Current Ratio of no less than 1.1, based on their most recently published accounts.

Current Ratio will be calculated as follows: Net current assets divided by net current liabilities.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing.

If the tenderer (or any consortia or reliance partner) does not meet the requirements in relation to the current ratio then the audited financial accounts of the tenderer (or consortia or reliance partner) will be used to conduct an assessment of the risk of business failure. Bidders who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent company satisfies the financial requirements stipulated above.

If the tenderer (or any consortia or reliance partner) does not pass the above assessment and is unable to provide a Parent Company Guarantee or some other form of assurance, this will result in a fail and the bidder may be excluded.

It is a requirement of this contract that bidders hold or can commit to obtain prior to the commencement of any subsequently awarded contract, the types of insurance indicated below.

Employer's (Compulsory) Liability Insurance = in accordance with any legal obligations

Public Liability Insurance = 8 million GBP for any one incident and capped at 15 million GBP in total

Professional Indemnity Insurance = 8 million GBP for any one incident and capped at 15 million GBP in total

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Information Security Management

Minimum level(s) of standards possibly required

Minimum level(s) of standards required:

The bidder must have achieved, or be committed to achieving prior to contract award, ISO/IEC 27001 and ISO/IEC 27002 (Information Security Management) or recognised equivalent.

The bidder must have achieved, or be committed to achieving prior to contract award, Cyber Essentials Plus accreditation or recognised equivalent.

### **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: [2024/S 000-020090](#)

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

Date

30 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: 6 (from the date stated for receipt of tender)

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

Date

30 May 2025

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **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**

0 Unacceptable Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

1 Poor Response is partially relevant but generally poor. The response 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. The response 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. The response 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. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.

Tenderers are asked to confirm that they will pay staff that are involved in the delivery of services under the contract, at least the real Living Wage.

Bidders must complete the SPD (Scotland) to demonstrate adherence to the Exclusion and Selection Criteria for this procurement.

If there are named subcontractors/technicians upon which the bidder will rely to meet the

selection criteria, these named parties must

complete and reattach the SPD Supplier Response Form attached to SPD.

4C4 SPD If bidders intend to use a supply chain to deliver the requirements detailed in the Contract Notice, they should confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain.

4C7 SPD Bidders will be required to provide evidence that their organisation has taken steps to build their awareness of the climate change emergency and how they will respond.

The buyer is using PCS-Tender to conduct this ITT exercise.

The Project code is 28656 and the ITT code is 58391. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 58391. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

Community Benefits (please refer to paragraphs 121-128 of Schedule 2 – Statement of Requirements)

The tenderer must provide a Community Benefits proposal that is relevant to the subject matter of this contract and supports the Authority's commitment to contributing to the social, economic & environmental well-being of the people of Scotland, as described in the Statement of Requirements.

Tenderers should not provide details of any existing initiatives they already undertake as part of their day-to-day business and the community benefits proposed must be generated

specifically for and as a result of this contract.

Good proposals will demonstrate to evaluators that the tenderer has a comprehensive understanding of the subject matter of this contract and how the proposed benefits will reflect the national outcomes described in the Statement of Requirements.

Proposals can be innovative but must be tangible and measurable, so that they can be monitored and reported throughout the contract.

(SC Ref:792975)

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

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

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom