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Tender

CWC21015 Scanning of Archive Files

Wolverhampton City Council

F02: Contract notice

Notice identifier: 2021/S 000-012018

Procurement identifier (OCID): ocds-h6vhtk-02b664

Published 28 May 2021, 3:07pm

Section I: Contracting authority

I.1) Name and addresses

Wolverhampton City Council

Civic Centre, St Peters Square

Wolverhampton

WV1 1RL

Contact

Mr Peter Holmes

Email

peter.holmes@wolverhampton.gov.uk

Telephone

+44 1902556175

Country

United Kingdom

NUTS code

UKG39 - Wolverhampton

Internet address(es)

Main address

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

Buyer's address

<http://www.wolverhampton.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=f0ecf9b3-9cbf-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=f0ecf9b3-9cbf-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

CWC21015 Scanning of Archive Files

Reference number

DN540914

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

The focus of this project is to undertake an assessment of all paper files, situated in seven separate locations across Wolverhampton and procure an external provider to facilitate the scanning of paper files to a digital format.

II.1.5) Estimated total value

Value excluding VAT: £455,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKG39 - Wolverhampton

II.2.4) Description of the procurement

The focus of this project is to undertake an assessment of all paper files, situated in seven separate locations across Wolverhampton and procure an external provider to facilitate the scanning of paper files to a digital format.

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

Initial contract term is 12 months with an option to extend for a further 12 months.

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: Yes

IV.2) Administrative information

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

Date

2 July 2021

Local time

11:00am

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

English

IV.2.7) Conditions for opening of tenders

Date

2 July 2021

Local time

11:00am

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

Wolverhampton City Council

Wolverhampton

WV1 1RL

Telephone

+44 1902556175

Country

United Kingdom