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Tender

## **Web Archiving Services Provider**

National Records of Scotland

F02: Contract notice

Notice identifier: 2022/S 000-012134

Procurement identifier (OCID): ocds-h6vhtk-02df7d

Published 10 May 2022, 1:33pm

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

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

National Records of Scotland

Ladywell House, Ladywell Road

Edinburgh

EH12 7TF

#### **Email**

[Procurement\\_Queries\\_Mailbox@nrscotland.gov.uk](mailto:Procurement_Queries_Mailbox@nrscotland.gov.uk)

#### **Telephone**

+44 1313144215

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00474](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00474)

**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

[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**

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**

Web Archiving Services Provider

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

- 72000000 - IT services: consulting, software development, Internet and support

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

Services

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

National Records of Scotland (NRS) is seeking to procure a web archiving service to enable NRS to capture and quality assure selected web content, make archived content publicly available online, and allow for the preservation of this archived content.

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

This contract is divided into lots: No

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

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

- 72252000 - Computer archiving services
- 79995100 - Archiving services
- 48329000 - Imaging and archiving system
- 92512000 - Archive services

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

NUTS codes

- UKM75 - Edinburgh, City of

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

National Records of Scotland (NRS) is seeking to procure a web archiving service to

enable NRS to capture and quality assure selected web content, make archived content publicly available online, and allow for the preservation of this archived content.

Please note there are minimum requirements concerning Cyber Security for this Invitation to Tender to which a pass/fail marking will attach. Tenderers will be required to complete an online Supplier Assurance Questionnaire using the Cyber Security Procurement Support Tool. A link to CSPST can be found here:

<https://cyberassessment.gov.scot/>

The questionnaire will be aligned to a Cyber Risk Profile that has been established for this Invitation to Tender, based on the Purchaser's assessment of cyber risk.

For this contract, minimum requirements also include the holding of Cyber Essentials or equivalent.

Further details are set out in the Invitation to Tender documents. A condition for any contract resulting from this Invitation to Tender requires the Tenderer to comply with the minimum security requirements.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Two optional twelve month extensions at the sole discretion of the Purchaser.

#### **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**

List and brief description of selection criteria

Relevant selection criteria is included in the SPD Scotland module.

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

List and brief description of selection criteria

Relevant selection criteria is included in the SPD Scotland module.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Contract performance conditions are fully detailed within the Invitation to Tender documents.

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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: [2021/S 000-022542](#)

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

Date

13 June 2022

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

13 June 2022

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: May 2027

### **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**

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=691919](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=691919).

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.

(SC Ref:691919)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=691919](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=691919)

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

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

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

EH11LB

Country

United Kingdom