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Tender

# **Legal Case Management System NCCT42393**

Norfolk County Council

F02: Contract notice

Notice identifier: 2022/S 000-012162

Procurement identifier (OCID): ocds-h6vhtk-03361f

Published 10 May 2022, 3:28pm

# **Section I: Contracting authority**

# I.1) Name and addresses

Norfolk County Council

County Hall, Martineau Lane

Norwich

NR1 2DH

Contact

Sarah Hardy

**Email** 

sourcingteam@norfolk.gov.uk

Country

**United Kingdom** 

**NUTS** code

UKH15 - Norwich and East Norfolk

Internet address(es)

Main address

https://www.norfolk.gov.uk/

Buyer's address

https://in-tendhost.co.uk/norfolkcc/aspx/Home

## I.3) Communication

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

https://in-tendhost.co.uk/norfolkcc/aspx/Home

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

# 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

Legal Case Management System NCCT42393

Reference number

NCCT42393

### 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

nplaw is a shared legal service that provides legal support to Norfolk County Council and three other local authorities in Norfolk as well as to a range of other public sector organisations. nplaw is hosted by Norfolk County Council and all staff are employed by the County Council.nplaw requires a case management system that can manage its case work for its existing stakeholders and other clients.

#### II.1.5) Estimated total value

Value excluding VAT: £400,000

#### II.1.6) Information about lots

This contract is divided into lots: No.

## II.2) Description

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

- 72000000 IT services: consulting, software development, Internet and support
- 72261000 Software support services
- 72263000 Software implementation services

- 48000000 Software package and information systems
- 48100000 Industry specific software package

#### II.2.3) Place of performance

**NUTS** codes

UKH15 - Norwich and East Norfolk

Main site or place of performance

Norfolk

### II.2.4) Description of the procurement

nplaw is a shared legal service that provides legal support to Norfolk County Council and three other local authorities in Norfolk as well as to a range of other public sector organisations. nplaw is hosted by Norfolk County Council and all staff are employed by the County Council.nplaw requires a case management system that can manage its case work for its existing stakeholders and other clients.

### 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: £400,000

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

Start date

22 July 2022

End date

27 February 2025

This contract is subject to renewal

No

### 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

### II.2.14) Additional information

The dates of the contract are for the initial term. The contract allows for further extensions totalling 6 years (2 plus 2). The estimate value includes implementation and is the estimate value for the initial term. Estimate value if all extensions are taken up is £800,000.

# 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

# 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 participation	IV.2.2	) Time limit for	r receipt of tende	ers or requests	to participa	ate
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Date

13 June 2022

Local time

10:00am

## 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

10:05am

Place

Norfolk

# **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

This procurement will be managed electronically via the Council's e-procurement system. To participate in this procurement, applicants must first be registered on the system at <a href="https://in-tendhost.co.uk/norfolkcc">https://in-tendhost.co.uk/norfolkcc</a>. Full instructions for registration and use of the system can be found at <a href="https://in-tendhost.co.uk/norfolkcc/aspx/BuyerProfiles">https://in-tendhost.co.uk/norfolkcc/aspx/BuyerProfiles</a>. Once registered you will be able to see the procurement project under the `tenders` section and `express an interest` to view the documentation. If you encounter any difficulties whilst using the system you can contact the In-tend support team by phoning +44 8442728810 or e-mailing <a href="mailing-upport@in-tend.co.uk.Norfolk">https://in-tend.co.uk.Norfolk</a> County Council reserves the right in this procurement to move to a software as a service version of the system during the term of the contract, if it purchases a system that is currently not software as a service.

## VI.4) Procedures for review

VI.4.1) Review body

Norfolk County Council

County Hall, Martineau Lane

Norwich

NR1 2DH

Email

sourcingteam@norfolk.gov.uk

Country

**United Kingdom**