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Contract

CPU 6299 Off-site Document Management – Scanning, Storage, Archive, Retrieval & Destruction Services

Nottingham City Council

F03: Contract award notice

Notice identifier: 2025/S 000-012842

Procurement identifier (OCID): ocds-h6vhtk-044c8c

Published 3 April 2025, 2:36pm

Section I: Contracting authority

I.1) Name and addresses

Nottingham City Council

Loxley House, Station Street

Nottingham

NG2 3NG

Contact

Mr Babatunde Olusanya

Email

babatunde.olusanya@nottinghamcity.gov.uk

Telephone

+44 1159155555

Country

United Kingdom

Region code

UKF14 - Nottingham

Internet address(es)

Main address

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

Buyer's address

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

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

CPU 6299 Off-site Document Management – Scanning, Storage, Archive, Retrieval & Destruction Services

Reference number

DN717030

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

Offsite document management, storage archive and retrieval services for Nottingham City Council

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £800,000

II.2) Description

II.2.2) Additional CPV code(s)

- 48311000 - Document management software package
- 92512000 - Archive services
- 30193700 - File storage box

II.2.3) Place of performance

NUTS codes

- UKF - East Midlands (England)

II.2.4) Description of the procurement

Offsite document management, storage archive and retrieval services for Nottingham City Council

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Competitive procedure with negotiation

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 000-009672](#)

Section V. Award of contract

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

1 November 2024

V.2.2) Information about tenders

Number of tenders received: 16

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Iron Mountain Ltd

London

Country

United Kingdom

NUTS code

- UKF - East Midlands (England)

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £800,000

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Nottingham City Council

Nottingham

Country

United Kingdom