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Contract

Provision of Electronic Document and Records Management (EDRM) System

Tai Tarian Ltd

F03: Contract award notice

Notice identifier: 2023/S 000-012930

Procurement identifier (OCID): ocds-h6vhtk-03c6a9

Published 5 May 2023, 11:54am

Section I: Contracting authority

I.1) Name and addresses

Tai Tarian Ltd

Ty Gwyn, Brunel Way, Baglan Energy Park

Neath

SA11 2FP

Email

procurement@taitarian.co.uk

Telephone

+44 1639505890

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.taitarian.co.uk>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA1087

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Electronic Document and Records Management (EDRM) System

Reference number

942

II.1.2) Main CPV code

- 48311100 - Document management system

II.1.3) Type of contract

Supplies

II.1.4) Short description

As part of its transformation plan, Tai Tarian is seeking to issue a Contract for the provision of a full, comprehensive and native to Microsoft Office 365 Electronic Document

and Records Management (EDRM) System to include (but not be limited to):

- Change Management support to ready our business for the change and embed the solution to become business as usual.
- Implementation (where appropriate) of the new system into our business.
- A training package for all Tai Tarian staff.
- Migration and cleansing of documents from our file shares and existing system.

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: £478,870

II.2) Description

II.2.2) Additional CPV code(s)

- 72512000 - Document management services
- 79996100 - Records management
- 48311000 - Document management software package

II.2.3) Place of performance

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

II.2.4) Description of the procurement

Tai Tarian owns and manages approximately 9000 homes throughout the Neath Port Talbot region and employs approximately 550 staff. There are multiple documents relevant to every property, tenancy and employee that need to be stored and maintained in accordance with internal and statutory data storage regulations.

The system must be suitable for all areas of the business and integrate with our existing core business systems (QL Housing, QL Finance and Jane HR) and be able to integrate with alternative systems should these change in the future. The solution must allow for easy storage and retrieval of documents, including the ability to store and access

documents via mobile devices from any location.

The Contract will be awarded for a period of 5 years, with an option to extend for a further 5 x 1 year periods.

The system will be expected to support approximately 550 users.

Further information is included in the Invitation to Tender.

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

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: [2022/S 022-122819](#)

Section V. Award of contract

Contract No

942

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

16 March 2022

V.2.2) Information about tenders

Number of tenders received: 5

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 5

Number of tenders received by electronic means: 5

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

V.2.3) Name and address of the contractor

TSG Ltd

1 Gosforth park, newcastle

newcastle

NE128ET

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

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

Total value of the contract/lot: £478,870

Section VI. Complementary information

VI.3) Additional information

(WA Ref:131365)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom