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Tender

## **HCC - 06-21 – Learning System, Content Catalogue and Authoring Tool**

Hertfordshire County Council

F02: Contract notice

Notice identifier: 2021/S 000-012943

Procurement identifier (OCID): ocids-h6vhtk-02ba00

Published 9 June 2021, 2:33pm

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

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

Hertfordshire County Council

Pegs Lane

HERTFORD

SG13 8DE

#### **Contact**

Strategic Procurement Group

#### **Email**

[chris.notley@hertfordshire.gov.uk](mailto:chris.notley@hertfordshire.gov.uk)

#### **Telephone**

+44 1707292464

#### **Country**

United Kingdom

**NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

[www.hertfordshire.gov.uk](http://www.hertfordshire.gov.uk)

Buyer's address

[www.supplyhertfordshire.uk](http://www.supplyhertfordshire.uk)

**I.3) Communication**

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

<http://www.supplyhertfordshire.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.supplyhertfordshire.uk>

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

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

HCC - 06-21 – Learning System, Content Catalogue and Authoring Tool

Reference number

HCC2112819

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

- 72500000 - Computer-related services

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

Services

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

Hertfordshire County Council (the 'Council') is currently out to procurement for the provision of E-Learning Management Systems and Online Learning Catalogue. Further information in regard to this opportunity can be found in II.2.4) Description of the procurement field (OJEU Contract Notice refers). Organisations wishing to take part in this project are invited to 'express interest' which will give access to the full procurement documents in the e-tendering system. Please see VI.3) Additional information for further information. Any questions relating to this procurement must be made via the correspondence area in the e-Tendering system, in accordance with the procurement documents and can be addressed to the main contact as shown in the details above.

#### **II.1.5) Estimated total value**

Value excluding VAT: £1,300,000

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

This contract is divided into lots: No

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

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

- 72500000 - Computer-related services

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

NUTS codes

- UKH23 - Hertfordshire

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

The Council currently has a Learning Management System (LMS) called iLearn+. In addition to this there is also access to a catalogue of eLearning that can be used and adapted as the Council requires via an authoring tool. The Council has had an LMS since 2008 and it is an integral part of how the Council runs and delivers its Learning and Development offering. It is administered by several Learning and Development teams throughout the organisation who require different access levels/permissions. The current contract for both the Learning Management System and online catalogue of eLearning is due to expire in April 2022. The estimated total value of the Contract is stated in II.1.5) of this notice and is for the initial term inclusive of the approximate value for extensions. For the avoidance of doubt, the estimated annual value of the Contract will be approximately 185,714 GBP. The Contract will be awarded for an initial term of three (3) years, with the option to extend the Contract up to four (4) further years. Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands. Lots will not be applicable to this contract as award will be to a single provider. The Participating Bodies and Partner Organisation listed in Appendix A of the Specification are provided for information only and for the avoidance of doubt may or may not participate in the Contract at the start, or any time during the Contract Period, but reserve the right to do so, subject to their current contractual commitments relating to this Service. Therefore, the value as in II.1.2 of this Contract Notice is not guaranteed. The Participating Bodies for this Contract are listed below and include any future successors to these organisations and or any other future trading arm, wholly owned company, mutual, joint venture, trust and shared service of Hertfordshire County Council. • District and Borough Councils • Parish and Town Council's in Hertfordshire • Hertfordshire Catering Ltd (HCL) • Integrated Care Partners • Local Enterprise Partnership • Hertfordshire Care Providers Association (HCPA) • Supply Hertfordshire Members • Hertfordshire Schools • Police and Crime Commissioner's Office (PCC) • Herts Living Ltd (HLL) • Herts at Home • Herts Full Stop Limited • Libraries for Life Partner Organisations are users who have a contractual and/or statutory or voluntary obligation to provide services or receive training from Hertfordshire County Council and include the following types of bodies: • Carers • Agencies who provide social care services to residents of Hertfordshire including transport services • Care Homes in Hertfordshire • Day Centres in Hertfordshire • Domiciliary Care & Supported Living Services • Specialist Services • Housing tenants • Volunteers • Schools and Academies in Hertfordshire Flexibility will be required in delivering this solution to other bodies or individuals under the Contract to take account of specific legislative or regulatory requirements of the Council's business. However, volumes of Service Users, Partner Organisations and Participating Bodies cannot be guaranteed.

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

Quality criterion - Name: Quality / Weighting: 60%

Cost criterion - Name: Price / Weighting: 40%

### **II.2.6) Estimated value**

Value excluding VAT: £1,300,000

### **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

This Contract will be reviewed at the end of the Contract period.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

Option to extend the Contract up to four (4) further years.

### **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**

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement 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.2.2) Time limit for receipt of tenders or requests to participate**

Date

9 July 2021

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: 6 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

9 July 2021

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

### **VI.3) Additional information**

Please note Hertfordshire County Council has worked closely with its districts and partners to create a joint procurement portal called supply Hertfordshire. This portal provides an e-Tendering system which is run by In-Tend. To access this procurement opportunity please visit [www.supplyhertfordshire.uk](http://www.supplyhertfordshire.uk) and follow the on-screen guidance. In accordance with Regulation 53 of The Public Contracts Regulations 2015, the Council's procurement documents are available within the e-Tendering system. This is a one stage procurement process. Therefore, if you wish to be considered as a tenderer you must complete and submit a tender by the specified closing date and time. Tender submissions cannot be uploaded after this return deadline. If you are experiencing problems In-Tend offer a help section which includes a dedicated UK support desk which can be contacted via email: [support@in-tend.co.uk](mailto:support@in-tend.co.uk) or Telephone: +44 1144070065 for any website/technical questions, Monday to Friday, 8:30-17:00. The Council reserves the right at any time to cease the procurement process and not award a Contract or to award only part of the opportunity described in this notice. If the Council takes up this right, then they will not be responsible for or pay the expenses or losses, which may be incurred by any organisation or tenderer as a result. The Council undertakes to hold confidential any information provided in the proposal submitted, subject to the Council's obligations under the law including the Freedom of Information Act 2000. If the organisation considers that any of the information submitted in the proposal should not be disclosed because of its sensitivity, then this should be stated with the reason for considering it sensitive. The Council will then endeavour to consult with the applicant about such sensitive information when considering any request received under the Freedom of Information Act 2000 before replying to such a request.

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

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

High Court, Royal Courts of Justice

The Strand

London

WC2A 2LL



Telephone

+44 20794760000

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

High Court, Royal Courts of Justice

The Strand

London

WC2A 2LL

Telephone

+44 20794760000

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The Contracting Authority will incorporate a minimum 10 calendar day (when using electronic means) standstill period at the point information on the award of the Contract is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a Contract before a contract is executed/signed (as appropriate). The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly and within the time limits as defined in the above regulations. Where a Contract has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the Contract has been entered into the court has the options to award damages and/or to shorten or order the Contract ineffective.

#### **VI.4.4) Service from which information about the review procedure may be obtained**

Chief Legal Officer

County Hall, Pegs Lane

HERTFORD

SG13 8DE

Country

United Kingdom