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Contract

## **Records Management and Related Services**

Financial Conduct Authority

F03: Contract award notice

Notice identifier: 2023/S 000-013387

Procurement identifier (OCID): ocds-h6vhtk-037428

Published 10 May 2023, 7:05pm

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

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

Financial Conduct Authority

12 Endeavour Square

London

E20 1JN

#### **Email**

[fpsprocurement@fca.org.uk](mailto:fpsprocurement@fca.org.uk)

#### **Telephone**

+44 2070666100

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://fca.delta-esourcing.com>

Buyer's address

[www.fca.org.uk](http://www.fca.org.uk)

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Economic and financial affairs

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**Section II: Object**

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

**II.1.1) Title**

Records Management and Related Services

Reference number

CON-22-168

**II.1.2) Main CPV code**

- 79996100 - Records management

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

The FCA is seeking to appoint a single supplier in relation to the following requirement. The FCA is establishing a contractual mechanism to provide Records Management and

Related Services to the FCA for a period of six years starting from 1 May 2023, with an option to extend for a further period of two years. The supplier will be required to provide Records Management services to the FCA's estate, which currently comprises of offices located at 12 Endeavour Square, Stratford, London E20 1JN where approximately 4,000 staff are located. There are currently separate offices in Edinburgh at Quayside House, 127 Fountainbridge, EH3 9QG and Leeds 6 Queen Street, LS19 6BG. The Contract will be owned and managed by the FCA, with provision for it to be used by itself and any person or company authorised by the FCA to receive the Services including without limitation the Payment Systems Regulator (PSR).

#### **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: £6,000,000

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

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

- 48311100 - Document management system
- 72512000 - Document management services
- 79995100 - Archiving services
- 79999100 - Scanning services
- 72317000 - Data storage services
- 92512100 - Archive destruction services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

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

The FCA is seeking to appoint a single supplier in relation to the following requirement.

The FCA is establishing a contractual mechanism to provide Records Management and Related Services to the FCA for a period of six years starting from 1 May 2023, with an option to extend for a further period of two years. The supplier will be required to provide Records Management services to the FCA's estate, which currently comprises of offices located at 12 Endeavour Square, Stratford, London E20 1JN where approximately 4,000 staff are located. There are currently separate offices in Edinburgh at Quayside House, 127 Fountainbridge, EH3 9QG and Leeds 6 Queen Street, LS19 6BG. The Contract will be owned and managed by the FCA, with provision for it to be used by itself and any person or company authorised by the FCA to receive the Services including without limitation the Payment Systems Regulator (PSR).

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

Quality criterion - Name: Technical / Weighting: 70

Cost criterion - Name: Commercial / Weighting: 30

### **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 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: No

### **IV.2) Administrative information**

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-028332](#)

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## **Section V. Award of contract**

### **Contract No**

CON-22-168

### **Title**

Records Management and Related Services

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

5 January 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 5

Number of tenders received from SMEs: 0

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

Number of tenders received from tenderers from non-EU Member States: 0

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**

The Hill Company Limited

Solus 31, Motherwell Way, West Thurrock

Essex

RM20 3LB

Country

United Kingdom

NUTS code

- UK - United Kingdom

National registration number

04959684

The contractor is an SME

No

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

Initial estimated total value of the contract/lot: £6,000,000

Total value of the contract/lot: £6,000,000

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## **Section VI. Complementary information**

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

To view this notice, please click here:

<https://fca.delta-esourcing.com/delta/viewNotice.html?noticeId=771199747>

GO Reference: GO-2023510-PRO-22935760

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

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

FCA

12 Endeavour Square

London

E20 1JN

Country

United Kingdom