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Tender

The Skinners' School ICT Tender 2023 (Tunbridge Wells)

Procurement for Schools Ltd

F02: Contract notice

Notice identifier: 2023/S 000-014572

Procurement identifier (OCID): ocds-h6vhtk-03ce7a

Published 23 May 2023, 8:38am

Section I: Contracting authority

I.1) Name and addresses

Procurement for Schools Ltd

63 Grimthorpe House, Agdon Street

London (Greater)

EC1V 0BP

Email

mnewell@procurementforschools.com

Telephone

+44 7557977839

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.procurementforschools.com>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42687

I.3) Communication

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

<https://www.dropbox.com/sh/x2a7hs5ck5v1vf3/AABI-s46bt7ZCljYD-qZHOxa?dl=0>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.dropbox.com/request/MrJL4pPMDQTZ5uLYOf3t>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The Skinners' School ICT Tender 2023 (Tunbridge Wells)

II.1.2) Main CPV code

- 72600000 - Computer support and consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Skinners' currently run the management of their IT in-house. This includes a full-time Network Manager, full-time IT Technician, and a part-time IT Director, who also holds substantial teaching responsibilities. The Network Manager is leaving the school, providing the opportunity for the school to look at outsourcing their IT provision.

The retained full-time IT technician would continue to be employed and likely performance managed by the school. The intention would be for the incoming provider to take over the day-to-day line management of this individual and feed into the internal performance management process of the school.

The current IT Director would continue to be employed at the school and so would continue to be available to the incoming provider for information. However, this individual would step down from their non-curricular role as IT Director to allow for the incoming provider to drive the strategic direction of the non-curricular IT provision at the school.

The outgoing Network Manager will leave on 31 August 2023 to allow for a brief handover period with the incoming provider. The current Network Manager has indicated that they may be available beyond this date for an extended handover period, if absolutely necessary.

Please view the Specification within the Tender pack and submit all clarification questions to Mr. Mike Newell at mnewell@procurementforschools.com

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72600000 - Computer support and consultancy services

II.2.3) Place of performance

NUTS codes

- UKJ2 - Surrey, East and West Sussex

Main site or place of performance

The School

II.2.4) Description of the procurement

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II.2.5) Award criteria

Quality criterion - Name: Method Statement / Weighting: 20

Quality criterion - Name: Disaster Recovery Solution / Weighting: 10

Quality criterion - Name: Presentation / Weighting: 10

Quality criterion - Name: References / Weighting: 20

Cost criterion - Name: Price submission / Weighting: 40

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

Start date

19 July 2023

End date

18 July 2026

This contract is subject to renewal

Yes

Description of renewals

1 year extension is available (3+1 years)

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

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

21 June 2023

Local time

5:00pm

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

21 June 2023

Local time

5:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=229468.

(MT Ref:229468)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>