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Tender

GLT Data Protection Services

Greenshaw Learning Trust

F02: Contract notice

Notice identifier: 2024/S 000-015486

Procurement identifier (OCID): ocds-h6vhtk-0459e5

Published 15 May 2024, 4:24pm

Section I: Contracting authority

I.1) Name and addresses

Greenshaw Learning Trust

Sutton

SM1 4AF

Email

procurement@greenshawlearningtrust.co.uk

Country

United Kingdom

NUTS code

UKI63 - Merton, Kingston upon Thames and Sutton

Internet address(es)

Main address

<https://www.greenshawlearningtrust.co.uk/>

I.3) Communication

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

<https://app.panacea-software.com/greenshaw/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://app.panacea-software.com/greenshaw/>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

GLT Data Protection Services

Reference number

11

II.1.2) Main CPV code

- 79410000 - Business and management consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

The Greenshaw Learning Trust (GLT) wishes to enter into a contract with a Supplier for Data Protection Services including the appointment of a responsible officer for the Trust and all of its current and future Academies. The Trust is seeking an agreement via competitive Tenders from suitably qualified organisations ('Tenderers') in response to this Invitation to Tender (ITT).

II.1.5) Estimated total value

Value excluding VAT: £150,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 75111200 - Legislative services

II.2.3) Place of performance

NUTS codes

- UKI63 - Merton, Kingston upon Thames and Sutton

Main site or place of performance

The Trust currently operates 30 schools, with more joining before the start of the contract. Our schools are located across the south of England.

II.2.4) Description of the procurement

The Trust wishes to enter into a contract with a Supplier for Data Protection Services including the appointment of a responsible officer for the Trust and all of its current and future Academies. The Trust is seeking an agreement via competitive Tenders from suitably qualified organisations ('Tenderers') in response to this Invitation to Tender (ITT).

Project Aims and Objectives

- A specialist provider of data protection services, including the provision of the Data Protection Officer and liaising with the Information Commissioner's Office on the Trusts behalf when required.
- A supplier that will work with GLT on a supportive approach to educate the staff within the Trust on refining and improving processes and procedures to enhance their knowledge on Data Protection and the potential implications of not acting with caution.
- An enhancement to the Trust current data protection position and offer to support the mitigation of risks to the organisation, providing reassurance to the Board of Trustees.

Contract Duration

The maximum contract duration will be three (3) years. The initial term of the Contract shall be for a period of 3 years with an option of one 2-year extension, making a maximum contract duration of five (5) years including extensions, and in line with performance management/success in the delivery of the required outputs. For the avoidance of doubt, this can be described as a 3 + 2 year contract.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £150,000

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

Initial contract period of 3 years with an option to extend for a further 2 years

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

Initial contract period of 3 years with an option to extend for a further 2 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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Suitable Data Protection Service provider ideally with proven experience and success in education

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

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.2.2) Time limit for receipt of tenders or requests to participate

Date

3 June 2024

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

IV.2.7) Conditions for opening of tenders

Date

3 June 2024

Local time

12:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Greenshaw Learning Trust

Grennell Road

Sutton

SM1 3DY

Email

procurement@greenshawlearningtrust.co.uk

Country

United Kingdom