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Tender

Website redevelopment

London Pension Funds Authority

F02: Contract notice

Notice identifier: 2024/S 000-016631

Procurement identifier (OCID): ocds-h6vhtk-046bc2

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Section I: Contracting authority

I.1) Name and addresses

London Pension Funds Authority

2nd Floor, 169 Union Street

LONDON

SE10LL

Contact

Alistair Peck

Email

alistair.peck@lpfa.org.uk

Telephone

+44 2080783884

Country

United Kingdom

Region code

UKI44 - Lewisham and Southwark

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.lpfa.org.uk

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<https://www.lpfa.org.uk/story/notice-website-retender>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.lpfa.org.uk/story/notice-website-retender>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Other type

Administering Authority

I.5) Main activity

Other activity

Local Government Pension Scheme Fund

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Website redevelopment

II.1.2) Main CPV code

- 72413000 - World wide web (www) site design services

II.1.3) Type of contract

Services

II.1.4) Short description

subject to the final agreed terms and conditions, we seek specialist support and advice to host and develop our website. Hosting services, content and technical development are provided by the current agency on a proprietary CMS.

We seek:

- WCAG compliant website design and hosting services
- Website-related and digital marketing advice to the LPFA
- Analysis and resolution of any technical and CMS issues raised
- Solution proposal and implementation
- Site development as required
- Content creation, concept proposal and management
- Compliance with accessibility and security standards
- CMS training and ongoing support
- Technical liaison as required with third parties

The supplier must have:

- Good knowledge of pensions and the public sector
- Experience of website content management, development analytics
- The necessary software and experience to do the work
- Provide core support between Monday and Friday with fortnightly meetings (minimum)
- Be based in the UK
- Work with us to identify and manage the key risks of the project including providing assurances that existing services will not be interrupted

Proposals will be scored on the following criteria:

- Understanding of our market
- Proposed approach
- Technical expertise
- Past performance and experience
- Cost effectiveness

The remit and scope of work will include, but not be limited to:

- Discovery sessions with stakeholders to determine concept, design and approach
- Reviewing our current capabilities and advise on how these can be translated and migrated - without interruption - to any 'new' environment
- Provision of mocks ups and wireframes
- Ensuring it is fully tested prior to launch
- Proposing improvement to the current content, with particular emphasis on the Member and Employer sections
- Ensuring compliance with all relevant regulatory requirements (e.g. website accessibility)
- Facilitating the management of the site by providing a simple CMS , with training sessions

- Ensuring the website is accessible from multiple devices and systems, mobile responsive and optimised
- Demonstrating website data analysis and reporting
- Delivering simple navigation and positive user experience.
- Simple effective search function.

Respondents should set out and explain all costs.

We anticipate retaining much of the existing content. We need to maintain the net zero hub, the transparency dashboard and a forthcoming Investing in the UK interactive map. The supplier must ensure seamless integration of these sections into the new website and develop a financial literacy hub for our members. Day-to-day content management will be carried out by the LPFA.

The successful provider will host the website and must adhere to robust security and privacy requirements, including SSL/TLS encryption, secure data centres, and regular backups. We expect compliance with industry standards and best practices.

Contact: Alistair Peck (alistair.peck@lpfa.org.uk)

Tel: 020 8078 3884

Web: www.lpfa.org.uk

II.1.5) Estimated total value

Value excluding VAT: £82,500

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

London. www.lpfa.org.uk

II.2.4) Description of the procurement

Website content, design and navigation redevelopment, CMS provision and on-going support.

II.2.5) Award criteria

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

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

Start date

1 July 2024

End date

1 July 2027

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Maximum number: 6

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: 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

The supplier must have:

- Good knowledge of pensions and the public sector
- Demonstrable experience of website content management, development analytics
- The necessary software, staff and experience to do the work
- Provide core support between Monday and Friday with fortnightly meetings (minimum)
- Be based in the UK
- Work with us to identify and manage the key risks of the project including providing assurances that existing services will not be interrupted

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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

21 June 2024

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Date of issue of RFQ: 28 May 2024

Deadline for clarifications and questions: 7 June 2024

Deadline for receipt of Quotation: 21 June 2024

Intended date of Contract Award: 1 July 2024

VI.4) Procedures for review

VI.4.1) Review body

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alistair.peck@lpfa.org.uk

Country

United Kingdom