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Tender

## Help You Choose

Norfolk County Council

F02: Contract notice

Notice identifier: 2021/S 000-016717

Procurement identifier (OCID): ocds-h6vhtk-02a4e0

Published 16 July 2021, 10:30am

### Section I: Contracting authority

#### I.1) Name and addresses

Norfolk County Council

Martineau Lane

NORWICH

NR12DH

#### Contact

Claire Dawson

#### Email

[sourcingteam@norfolk.gov.uk](mailto:sourcingteam@norfolk.gov.uk)

#### Country

United Kingdom

#### NUTS code

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

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

Buyer's address

<https://in-tendhost.co.uk/norfolkcc.aspx/Home>

**I.3) Communication**

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

<https://in-tendhost.co.uk/norfolkcc.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/norfolkcc.aspx/Home>

**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**

Help You Choose

Reference number

NCCT42193

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

- 48900000 - Miscellaneous software package and computer systems

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

Supplies

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

Norfolk County Council is replacing its current Help You Choose careers information website and post-16 learning applications system.

Our requirement is for a single Supplier to host and support a web-based solution that can be branded as 'Help You Choose'.

The solution must be:

- an existing solution with a track record, off the shelf, and capable of being implemented and fully usable from 1st April 2022
- configurable - to be branded as 'Help You Choose' and with capability for local content management by the Council
- web-based or in the cloud and hosted and backed-up securely in the UK
- supported with clear maintenance schedules, schedules of software updating and development, service response times, reporting systems and a technical helpdesk and will provide regular update and support for NCC core team training and development

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

Value excluding VAT: £265,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKH15 - Norwich and East Norfolk
- UKH16 - North and West Norfolk
- UKH17 - Breckland and South Norfolk

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

Norfolk County Council is replacing its current Help You Choose careers information website and post-16 learning applications system.

Our requirement is for a single Supplier to host and support a web-based solution that can be branded as 'Help You Choose'.

The solution must be:

- an existing solution with a track record, off the shelf, and capable of being implemented and fully usable from 1st April 2022
- configurable - to be branded as 'Help You Choose' and with capability for local content management by the Council
- web-based or in the cloud and hosted and backed-up securely in the UK
- supported with clear maintenance schedules, schedules of software updating and development, service response times, reporting systems and a technical helpdesk and will provide regular update and support for NCC core team training and development

The value of the contract is for the full potential 7-year lifetime of the contract and includes implementation and go-live. The contract will be let for 3 years and then for up to another 4 years.

### **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: £265,000

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

Duration in months

36

This contract is subject to renewal

No

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: 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

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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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-007535](#)

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

Date

26 August 2021

Local time

11:00am

#### **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: 4 (from the date stated for receipt of tender)

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

Date

26 August 2021

Local time

11:05am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

This procurement will be managed electronically via the Council's procurement system. To participate in this procurement, Applicants must first be registered on the procurement system at <https://in-tendhost.co.uk/Norfolkcc>. Full instructions for registration and use of the system can be found at <https://in-tendhost.co.uk/norfolkcc/asp/BUYERPROFILES>. Once registered you will be able to view the procurement under the tenders section and express an interest.

If you encounter any difficulties whilst using the system you can contact the support team by phoning +44 1144070065 or e-mailing [support@in-tend.co.uk](mailto:support@in-tend.co.uk)

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

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

Norfolk County Council

Norwich

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

The Public Contracts Regulations 2015 (as amended) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Proceedings must be brought within 30 days from the date of knowledge (the date on which the economic operator first knew or ought to have known that grounds for starting the proceedings had arisen) unless the Court considers that there is good reason for extending the period within which proceedings may be brought, in which case the Court may extend that period up to a maximum of 3 months from the date of knowledge.

