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Tender

Audio Digitisation ITT – BBC Archives Technology & Services

The British Broadcasting Corporation (BBC)

F02: Contract notice

Notice identifier: 2022/S 000-017235

Procurement identifier (OCID): ocds-h6vhtk-0349f8

Published 23 June 2022, 4:26pm

Section I: Contracting authority

I.1) Name and addresses

The British Broadcasting Corporation (BBC)

Broadcasting House, Portland Place

London

W1A 1AA

Email

felicity.hendry1@bbc.co.uk

Telephone

+44 1234567890

Fax

+44 1234567890

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.bbc.co.uk/supplying/>

I.3) Communication

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

<https://bbc.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://bbc.bravosolution.co.uk>

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Broadcasting

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Audio Digitisation ITT – BBC Archives Technology & Services

Reference number

PROC/2022/42/ALFN

II.1.2) Main CPV code

- 92512000 - Archive services

II.1.3) Type of contract

Services

II.1.4) Short description

The BBC is undertaking a competition for the provision of Audio Archive Digitisation Services.

II.1.5) Estimated total value

Value excluding VAT: £2,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The tender for Audio Archive Digitisation Services is being published in the year that the BBC celebrates its centenary, and our mission remains vital – to serve all audiences through impartial, high-quality and distinctive output and services that inform, educate and

entertain. The BBC is bound by its Charter to safeguard the long-term value of its archive for the public. Digitising more of the archive will fulfil this objective and make historic content more widely accessible to future audiences. This ITT relates directly to the digitisation of BBC generated audio content over the next 3 years. BBC Archives Technology & Services (AT&S) holds a large collection of audio tapes which have yet-to-be digitised. Within this audio collection reside recordings spanning from 1930s to the 2000s. Most of this content is programme output from BBC radio networks, and un-broadcast live music performances & interviews. Much of the content identified for digitisation represents the only known copy available, often referred to as Single Copy Masters (SCM). The proposal is to digitise a range of content held in both Quarter Inch and DAT formats.

The Contract will be for an initial term of 3 years with options to extend by two twelve month extensions, to a maximum of 5 years. It is expected to begin on 30th September 2022. The contract value does not represent committed spend, instead it represents the maximum spend that may be made over the total contract term.

A site visit to Perivale is offered to all registered Tenderers. The date for the visit is Wednesday 13th July 2022 1.30pm - 4.00pm. The visit will provide Tenderers with an opportunity to visit the Perivale site and ask any questions relating to this ITT and the requirements. As space is limited, Tenderers are requested to please nominate a maximum of 2 key personnel to the BBC via the Bravosolution message portal no later than 15:00hrs on Wednesday 6th July 2022. All visit attendees will be required to complete a Non-Disclosure Agreement (NDA) prior to the visit and photography will not be allowed. The NDA for completion and return by each attendee with your application for a place can be found in the general attachments area of the ITT on the Bravo portal.

Further details are available on the BBC's e-sourcing Portal.

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: £2,000,000

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

Duration in months

60

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: Yes

Description of options

The Contract will have an initial term of three (3) years, with 2x 12 month options to extend upto a maximum of five (5) 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

Where there is more than one economic operator, the BBC reserves the right to require a grouping of economic operators to take a particular legal form or to require a single economic operator to take primary liability or to require that each party undertakes joint and several liability.

Please register your interest in this project by taking the following steps:

1 - Register your company on the Jaggaer eSourcing portal (this is only required once):

1.1 Go to <https://bbc.bravosolution.co.uk> 1.2 - Click the link on the login page to register. 1.3 Accept the terms and conditions and click 'Continue'. 1.4 - Enter your correct business and user details. 1.5 - Note the username you chose and click 'Save' when complete. 1.6 - You will shortly receive an email with your temporary password.

2 - Express an interest in the tender: 2.1 - Login to the portal with the username/password. 2.2 - Click the 'PQQs/ITTs Open to all Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier). 2.3 - Click on the relevant PQQ/ITT to access the content. 2.4 - Click the 'Express Interest' button at the top of the page. This will move the PQQ/ITT into your 'My PQQs/My ITTs' page. (This is a secure area reserved for your projects only. 2.5 - You can now access

any attachments by clicking 'Buyer Attachments' in the 'PQQ/ITT Details' box. 3.

Responding to the tender: 3.1 - Click 'My Response' under PQQ/ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if

declining).

3.2 - You can now use the 'Messages' function to communicate with the buyer and seek any clarification. 3.3 - Note the deadline for completion, and then follow the onscreen instructions to complete the PQQ/ITT. There may be a mixture of online and offline actions for you to perform (there is detailed online help available). 3.4 You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance, please consult the online help, or contact the Jaggaer eSourcing help desk.

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: Yes

IV.2) Administrative information

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

Date

25 July 2022

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

IV.2.7) Conditions for opening of tenders

Date

25 July 2022

Local time

11:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

In the case of technology requirements, the BBC may involve its technology partner (Atos IT Solutions and Services Limited) to assist in the scoping and drafting of invitations to tender and/or the evaluation of tenders. However, the final decision as to which is the most economically advantageous (by reference to the award criteria) will be made by the BBC. The awarding authority reserves the right not to award a contract and to annul the procurement process at any stage. Tenders and all supporting documents must be priced in sterling and all payments will be made in sterling. The contract shall be subject to English law. The awarding authority does not bind itself to accept the lowest, or any tender and reserves the right to accept part of a tender unless the tenderer expressly stipulates otherwise in the tender document.

VI.4) Procedures for review

VI.4.1) Review body

Business and Property Courts of England and Wales

Rolls Building, 7 Rolls Building, Fetter Lane

London

EC4A 1NL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

As stated in the Public Contracts Regulations 2015. The applicable review time limits shall be as stated in Regulations 92 and 93 Public Contracts Regulations 2015.