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Tender

## **Ricards Lodge High School - ICT Managed Service**

Ricards Lodge High School

F02: Contract notice

Notice identifier: 2024/S 000-017667

Procurement identifier (OCID): ocds-h6vhtk-046e29

Published 7 June 2024, 8:46am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Ricards Lodge High School

Lake Road

Wimbledon

SW19 7HB

#### **Contact**

Geoff Chandler

#### **Email**

[geoff.chandler@moxton-education.com](mailto:geoff.chandler@moxton-education.com)

#### **Telephone**

+44 07970661087

#### **Country**

United Kingdom

**Region code**

UKI3 - Inner London – West

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

<https://www.ricardslodge.merton.sch.uk>

**I.3) Communication**

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

<https://www.ricardslodge.merton.sch.uk/page/?title=Procurement&pid=379>

Additional information can be obtained from the above-mentioned address

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**

Education

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Ricards Lodge High School - ICT Managed Service

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

- 72000000 - IT services: consulting, software development, Internet and support

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

Services

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

Ricards Lodge High School (RLHS) encompasses 1,298 pupils girls and is located in Wimbledon.

At Ricards Lodge our vision is to 'Educate Successful Women of the Future'. To achieve this we have 4 overarching aims which are:

- To ensure that all our students are able to take full and equal places as women; who take opportunities and assume responsibility in a changing global society
- To deliver to all our students a broad, balanced and flexible curriculum
- To provide a stimulating, secure and purposeful environment in which each student is motivated to strive for excellence
- To work together in an effective partnership with RR6, parents and carers and the wider community.

We identified five values which underpin all our work. These are;

- We Aspire
- We are Resilient
- We are Compassionate
- We champion Equality

- We work Together

These are embedded in an ethos in which we build student confidence, integrity and excellence in a caring, happy school community so that our students can leave us having been given the best possible chance of achieving their full potential.

### Why have School Values?

Our school values help to create the ethos and culture in which they operate. These values help to instil in students the characteristics that will help them to become successful and valuable members of the school community and the wider society. We want each of our school values to be demonstrated daily by staff and students.

The ICT Support at the School is currently provided in house and this is predominantly a reactive service to 'keep the lights on'. The School is at a stage where a forward thinking vision, direction of travel and whole School strategy is needed, that is informed by the Schools needs now and in the future.

As such, the School is taking the opportunity to go to market to identify a forward-looking partner to support them in the delivery and development of their ICT provision over the next five years.

The companies identified from these shortlisting questions to receive the ITT for the Managed Service will then receive a detailed set of requirements. For the purposes of this shortlisting stage bidders should assume that the ITT will include, but is not be limited to;

- strategic advice and direction to the School regarding ICT
- a core onsite service 52 weeks per year minus Bank Holidays
- service desk
- local staffing that bidders deem necessary to deliver the SLA
- responsibility for design, specification, installation, and management of all ICT infrastructure
- supply of goods and services based on an agreed Best Value (BV) approach
- management of all ICT against an agreed SLA
- management of 3rd parties
- relevant monitoring, management, patching and reporting

- training - technical and curriculum as necessary
- expectation that the provider will drive innovation
- risk registers and inventory management
- collective partnership targets aligned to the School's objectives

Bidders should note the following:

- The School will provide a standard contract as part of the ITT Pack
- There will be a TUPE requirement for the existing employees.

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

Value excluding VAT: £1,200,000

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

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 30213000 - Personal computers
- 30214000 - Workstations
- 30230000 - Computer-related equipment
- 32410000 - Local area network

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

NUTS codes

- UKI3 - Inner London – West

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

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#### **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: £1,200,000

**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: 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

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Competitive procedure with negotiation

#### **IV.1.5) Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### **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

8 July 2024

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

12 July 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: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

Ricards Lodge High School

Wimbeledon

Country

United Kingdom