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Tender

## **Saint Cecilia's CofE School - ICT Managed Service**

Saint Cecilia's CofE School

F02: Contract notice

Notice identifier: 2024/S 000-018228

Procurement identifier (OCID): ocds-h6vhtk-046f84

Published 12 June 2024, 4:22pm

The closing date and time has been changed to:

**12 July 2024, 5:00pm**

See the [change notice](#).

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

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

Saint Cecilia's CofE School

Sutherland Grove

London

SW18 5JR

#### **Contact**

Maria Robinson

#### **Email**

[tenders@minervapcs.com](mailto:tenders@minervapcs.com)

**Telephone**

+44 1256467107

**Country**

United Kingdom

**NUTS code**

UKI6 - Outer London – South

**Internet address(es)**

Main address

<https://www.saintcecilias.london/>

**I.3) Communication**

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

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

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

**I.4) Type of the contracting authority**

Other type

Educational Institute

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Saint Cecilia's CofE School - ICT Managed Service

Reference number

MPN-10287

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

- 72500000 - Computer-related services

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

Services

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

Saint Cecilia's School is currently out to tender for the provision of a full daily ICT Managed service. The Contractor will be responsible for the provision of a full school ICT service for the pupils and staff at the school. The School requires a Contractor to undertake the ICT Managed Service in accordance with good practice so as to provide a high service standard throughout the school for the benefit of school staff and pupils, the local community and any visitors to the site. The school campus is located on one site across a number of buildings. The school currently receives onsite support from one Network Manager and one Junior Technician. Across the school there are currently 1079 pupils on roll for the academic year 2024. TUPE is expected to apply, details of which can be found in the tender documentation. The School is inviting suppliers to tender for the supply of management and support for its entire ICT infrastructure.

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

Value excluding VAT: £517,985

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

This contract is divided into lots: No

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

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

- 30237300 - Computer supplies
- 72610000 - Computer support services

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

NUTS codes

- UKI6 - Outer London – South

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

Saint Cecilia's School is currently out to tender for the provision of a full daily ICT Managed service. The Contractor will be responsible for the provision of a full school ICT service for the pupils and staff at the school. The School requires a Contractor to undertake the ICT Managed Service in accordance with good practice so as to provide a high service standard throughout the school for the benefit of school staff and pupils, the local community and any visitors to the site. The school campus is located on one site across a number of buildings. The school currently receives onsite support from one Network Manager and one Junior Technician. Across the school there are currently 1079 pupils on roll for the academic year 2024. TUPE is expected to apply, details of which can be found in the tender documentation. The School is inviting suppliers to tender for the supply of management and support for its entire ICT infrastructure.

### **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: £517,985

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

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria as detailed in the tender document. A maximum of five suppliers will be taken forward to the Invitation to Tender stage of the process. Where less than five suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the Invitation to Tender stage. Where more than five suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the Invitation to Tender stage.

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be awarded for an initial period of two years with three possible extensions of 12 months each meaning a maximum contract length of five 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

#### **II.2.14) Additional information**

The duration detailed above includes the initial term of 2 years as well as the 3 optional contract extension periods of 12 months each.

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## **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

N/A

#### **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

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## **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: Yes

### **IV.2) Administrative information**

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

Originally published as:

Date

10 July 2024

Local time

5:00pm

Changed to:

Date

12 July 2024

Local time

5:00pm

See the [change notice](#).

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

11 September 2024

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

English

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**Section VI. Complementary information**

**VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Further notices will be published in 2026, 2027 or 2028 dependent on the exercising of contract extension options.

**VI.4) Procedures for review**

**VI.4.1) Review body**

High Court

Strand

London

WC2A 2LL

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

Saint Cecilia's CofE School will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contracts Regulations 2015 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)

#### **VI.4.4) Service from which information about the review procedure may be obtained**

High Court

Strand

London

WC2A 2LL

Country

United Kingdom