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Tender

## **Provision of Front Office Visitors Tech**

Reading Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-018494

Procurement identifier (OCID): ocds-h6vhtk-047028

Published 14 June 2024, 3:08pm

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

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

Reading Borough Council

Civic Offices,Bridge Street

READING

RG12LU

#### **Contact**

Ben Boatman

#### **Email**

[benjamin.boatman@reading.gov.uk](mailto:benjamin.boatman@reading.gov.uk)

#### **Telephone**

+44 1189374533

#### **Country**

United Kingdom

**Region code**

UKJ11 - Berkshire

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

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

**I.3) Communication**

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

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

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**

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**

Provision of Front Office Visitors Tech

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

- 48000000 - Software package and information systems

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

Supplies

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

Quotations are invited for the supply of:

- People/Footfall Counters
- Self Check-in capability for pre-booked appointments and drop-ins with associated booking system/QMS

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

This contract is divided into lots: No

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

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

- 48000000 - Software package and information systems

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

NUTS codes

- UKJ11 - Berkshire

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

As part of the Levelling Up Fund, Reading Borough Council has been awarded £19.1 million to revitalise Reading's cultural offer by transforming the much-loved Hexagon Theatre and building a modern new Central Library. The Council's bid was made up of -

An £8 million investment to rebuild Central Library at the Council's Civic Offices in Bridge Street.

A £12 million investment to revitalise Reading's much-loved and popular Hexagon Theatre, creating an attractive, flexible, and exciting new space for performances and community use.

The existing Central Library on the King's Road is well-used but is in a dated building which is set over a series of floors, making accessibility difficult without significant investment. A brand new custom-built Central Library, incorporated onto the current Civic Offices site, will create a modern and open space, offering a much-improved, accessible environment for everyone. The ambition is to create a flexible space for the whole community that embraces not only the traditional offer of book loans but looks to the future with our digital and learning offer.

With the Library moving into the Civic, there is a need to modernise the front office space thereby creating a new Front Office or Reception area.

The requirement under this contract will be to deliver:

Provision of goods (footfall counter devices), installation, software, training to use, and support.

Hardware provision of kiosks, including product lease/hire, software (on premise / SaaS), and support. This includes installation of devices, training of system use, and implementation of software.

#### **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: £42,550

#### **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 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

5 July 2024

Local time

10:00am

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

English

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

Date

5 July 2024

Local time

11:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

Reading Borough Council

Reading

Country

United Kingdom