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Planning

Digital Mailroom Provider

Futures Housing Group

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-019198

Procurement identifier (OCID): ocids-h6vhtk-0471e9

Published 21 June 2024, 3:00pm

Section I: Contracting authority

I.1) Name and addresses

Futures Housing Group

Futures House, Argosy Road

Castle Donnington

DE74 2SA

Contact

Mr Scott Selby

Email

scott.selby@futureshg.co.uk

Telephone

+44 1327707503

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://www.futureshg.co.uk/>

Buyer's address

<https://www.futureshg.co.uk/>

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Other type

Social Housing Group

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Digital Mailroom Provider

Reference number

DN729499

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

The digital mailroom is one of our key internal services to manage all incoming post and paper-based documents. The majority of our internal teams rely on mail coming from customers, contractors and other key stakeholders being accessible in a timely and efficient manner.

We also have additional providers that deliver an archive management service for our documents as well as a post-to-print service for all our outgoing mail.

We now believe it is the time to explore the market for potential opportunities to identify a holistic solution that ensures value for money. We are looking for new ways we can develop and improve our current mail room offer as part of our ongoing Digital Mail room Project and Digital, Data & Change Strategy. Our next partner will be able to support our digital journey in enhancing our mail room service and offer for all key stakeholders of Futures Housing Group.

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

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Full 'Soft-Test' Document upon request and acceptance to this market exercise

II.3) Estimated date of publication of contract notice

1 January 2025

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes