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Planning

Grant Application, Assessment and Administration Services

Department for Environment Food and Rural Affairs

F01: Prior information notice

Reducing time limits for receipt of tenders

Notice identifier: 2022/S 000-020817

Procurement identifier (OCID): ocids-h6vhtk-035778

Published 29 July 2022, 1:39pm

Section I: Contracting authority

I.1) Name and addresses

Department for Environment Food and Rural Affairs

17 Nobel House

London

SW1P 3JR

Email

FFCPCommercial@defra.gov.uk

Telephone

+44 3000603900

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://tinyurl.com/4by99ate>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

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

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Environment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Grant Application, Assessment and Administration Services

II.1.2) Main CPV code

- 48612000 - Database-management system

II.1.3) Type of contract

Supplies

II.1.4) Short description

DEFRA Group require a short-term front end application portal, assessment and database provider to assist the delivery of grants.

II.1.5) Estimated total value

Value excluding VAT: £875,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48611000 - Database software package

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

Remote delivery

II.2.4) Description of the procurement

DEFRA require the capability to be able to offer a fully supported and hosted system which provides a digital application and assessment portal to apply for both established and new grant schemes, and for the grant administrative team to be able to comply with the Government Functional Standard. Delivery of new technologies into the DEFRA Group estate must demonstrate compliance with the Technology code of practice and the GDS Service Standard. These can be accessed at the links below.

Government Functional Standard: <https://www.gov.uk/government/publications/grants-standards>

Technology Code of Practice:
<https://www.gov.uk/guidance/the-technology-code-of-practice>

GDS Service Standard:
<https://gds.blog.gov.uk/2019/05/09/welcome-to-the-updated-service-standard/>

DEFRA require a short-term software/API and database hosting provider to assist with the delivery of grants. It will be an 18-month contract with an option for a short extension. The supplier will work with a multi-disciplinary team, including a variety of operational teams, within DEFRA group during development and delivery. During transfer of data from the incumbent it will be absolutely necessary to guarantee that no interruption occurs to service. Failure to provide the required development and support activities would: prevent the RPA Grants Service delivering its committed (published) grant schemes from 2022 until the replacement single service was introduced; and result in the inability to pay existing scheme applicants via system payments.

There is an existing supplier in place, who will need to be effectively engaged to ensure a smooth transition from current to new service provision. It is of critical operational importance that there is no interruption of service (i.e. payments to grant recipients or disruption to administration of existing and new grants). There will be a transition period of a maximum of 3 months, and transition to the future state service will need to be completed before the end of the initial contract period unless the option to extend is used.

The solution must be in place and operationalised by Q2 2023 to support the current bespoke system to be decommissioned. Read/write/edit access will be required for the duration of the service. Read and limited write access would be required for a minimum of 5 years beyond the final claim.

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: £875,000

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

Duration in months

18

This contract is subject to renewal

Yes

Description of renewals

There will be the option for the Authority to extend the contract on a +6m +6m basis

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

A number of grants will be delivered during any transition phase from the current to any new supplier. It is of critical operational importance that there is no interruption of service (i.e. payments to grant recipients or disruption to administration of existing and new grants).

Interested suppliers are requested to inform the Authority in writing by emailing FFCPCCommercial@defra.gov.uk

II.3) Estimated date of publication of contract notice

3 October 2022

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

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Department for Environment Food and Rural Affairs

London

Country

United Kingdom