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Tender

## **Invitation to Tender for the provision of an email communications system**

Gloucestershire County Council

F02: Contract notice

Notice identifier: 2021/S 000-021385

Procurement identifier (OCID): ocids-h6vhtk-02daf8

Published 30 August 2021, 2:38pm

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

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

Gloucestershire County Council

Shire Hall

Gloucester

GL1 2TH

#### **Contact**

Mr Shak Miah

#### **Email**

[shak.miah@gloucestershire.gov.uk](mailto:shak.miah@gloucestershire.gov.uk)

#### **Telephone**

+44 1452324331

#### **Country**

United Kingdom

**NUTS code**

UKK13 - Gloucestershire

**Internet address(es)**

Main address

<https://www.gloucestershire.gov.uk>

Buyer's address

<https://www.gloucestershire.gov.uk>

**I.3) Communication**

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

<https://www.supplyingthesouthwest.org.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.supplyingthesouthwest.org.uk>

**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**

## Invitation to Tender for the provision of an email communications system

Reference number

DN566615

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

- 48000000 - Software package and information systems

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

Supplies

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

Gloucestershire County Council ("the council") is looking to purchase a commercial off the shelf (COTS) package.

To the council a COTS package means a solution already built and which will only require minor tweaks primarily concerning the required branding.

For the avoidance of doubt, the council is not looking to procure a development contract.

The system will be managed by the Communications Team and used by services throughout the council for both internal and external email communications.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79340000 - Advertising and marketing services

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

NUTS codes

- UKK13 - Gloucestershire

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

Gloucestershire County Council ("the council") is looking to purchase a commercial off

the shelf (COTS) package.

To the council a COTS package means a solution already built and which will only require minor tweaks primarily concerning the required branding.

For the avoidance of doubt, the council is not looking to procure a development contract.

The system will be managed by the Communications Team and used by services throughout the council for both internal and external email communications.

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

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

Duration in months

48

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

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: 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

27 September 2021

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

27 September 2021

Local time

10:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

Gloucetsershire County Council

Shire Hall

Gloucester

GL1 2TH

Email

[shak.miah@gloucestershire.gov.uk](mailto:shak.miah@gloucestershire.gov.uk)

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