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Planning

## **Meeting Management System**

Network Rail Infrastructure Ltd

F04: Periodic indicative notice – utilities

Periodic indicative notice only

Notice identifier: 2021/S 000-022212

Procurement identifier (OCID): ocids-h6vhtk-02de33

Published 7 September 2021, 10:45pm

### **Section I: Contracting entity**

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

Network Rail Infrastructure Ltd

1 Eversholt Street

London

NW1 2DN

#### **Email**

[Victoria.Rampton@networkrail.co.uk](mailto:Victoria.Rampton@networkrail.co.uk)

#### **Telephone**

+44 1908781000

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

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

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

**I.6) Main activity**

Railway services

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**Section II: Object**

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

**II.1.1) Title**

Meeting Management System

**II.1.2) Main CPV code**

- 72268000 - Software supply services

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

Network Rail is looking for an online meeting management system to help its Company Secretary team to create, distribute, access and store papers for its Board and Committee meetings – as well as a range of other senior meetings across the business.

**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
- 48300000 - Document creation, drawing, imaging, scheduling and productivity software package

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

NUTS codes

- UK - United Kingdom

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

Network Rail is looking for an online meeting management system to help its Company Secretary team to create, distribute, access and store papers for its Board and Committee meetings – as well as a range of other senior meetings across the business.

The purpose of this RFI is to engage with the supply base and request information relating to the existing Mobile Network Data Processing and Analysis solutions available in the market, specifically this RFI will look to address the following areas

- Identify the existing solutions available in the market
- Identify the functionality and capabilities of the software services available in the market
- Identify indicative costs of the software solutions available in the market
- Identify any additional capabilities that Network Rail may have not considered

Please note that any content received via response to this RFI will be used purely for information purposes only and will not be deemed as forming part of any proposed bid now, or any potential future tender.

In order to express an interest in this requirement please follow the below instructions:

1. Follow the link - <https://networkrail.bravosolution.co.uk/web/login.html>
2. From the welcome screen, access the “View Current Opportunities” link and select “Pre-Market Engagement: Meeting Management System”.
3. Click on the attachment – “Meeting Management System – RFI Submission Template”

Once completed please send your submission document via email as attachment to [victoria.rampton@networkrail.co.uk](mailto:victoria.rampton@networkrail.co.uk) with the email subject "Meeting Management System"

RFI". The response deadline for this RFI is the 27th September 2021.

Network Rail may be looking to tender this requirement in the near future, any potential tender event in relation to this requirement may be issued via the Network Rail procurement platform – BravoNR, issued through the Technology - Supplier Qualification System (SQS), under one of the following categories

- Software Applications

The SQS has been established to provide a single platform for suppliers to register against multiple technology specific categories. Qualification will negate the need for a supplier to complete Network Rail's mandatory and discretionary questions every time they are invited to participate in a competitive process. Registered and qualified suppliers on the SQS can be considered by Network Rail for contract opportunities without further notification of requirements published via the Official Journal of the European Union.

If you wish to be invited to any potential tender opportunity in relation to this requirement then please refer to the link and instructions below which contains documents that provides detail on:

- How to register an account for BravoNR
- An overview of the Technology – Supplier Qualification System and the Dynamic Purchasing System
- The instructions on how to register and qualify for the SQS and select technology categories

1 Follow the link - <https://networkrail.bravosolution.co.uk/web/login.html>

2 From the welcome screen, access the "View Current Opportunities" link and select "Technology Supplier Qualification System" .

### **II.3) Estimated date of publication of contract notice**

25 October 2021

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## **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: No

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## **Section VI. Complementary information**

### **VI.3) Additional information**

Please note any discussions which do occur will cease immediately should a formal competition ultimately be announced. Network Rail is committed to ensuring fairness, openness and transparency, and to following UK procurement regulations. The Periodic Indicative Notice is issued solely for the purpose of conducting pre-procurement market engagement via a request for information and does not constitute any commitment to undertake any procurement in the future. Interested parties will not be prejudiced by any response or failure to respond to the PIN event and a response to this PIN does not guarantee any invitation to participate in this event or any future procurement.

This PIN does not constitute a call for competition to procure any services, supplies or works mentioned in this PIN and Network Rail will not accept any proposals offered in response to this PIN. Network Rail is not liable for any costs, fees, or expenses incurred by any party in replying to or attending any PIN event. Any procurement of any services, supplies or works by Network Rail will be carried out strictly in accordance with the provisions of the Utilities Contracts Regulations 2016.

Any questions or clarifications in respect of this RFI should be addressed to [victoria.rampton@networkrail.co.uk](mailto:victoria.rampton@networkrail.co.uk).

Network Rail would like to thank you in advance should you wish to respond to this Request for Information