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Tender

ID 4281736 - DoJ - NICTS - Supply and Delivery of Legal Subscription Titles

Northern Ireland Courts and Tribunal Service

F02: Contract notice

Notice identifier: 2022/S 000-022476

Procurement identifier (OCID): ocds-h6vhtk-035be1

Published 15 August 2022, 3:56pm

Section I: Contracting authority

I.1) Name and addresses

Northern Ireland Courts and Tribunal Service

CPD - Supplies and Services Division, 303 Airport Road West

BELFAST

BT3 9ED

Email

Justice.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.justice-ni.gov.uk/topics/courts-and-tribunals>

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

I.3) Communication

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

<https://etendersni.gov.uk/epps>

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

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

ID 4281736 - DoJ - NICTS - Supply and Delivery of Legal Subscription Titles

II.1.2) Main CPV code

- 22110000 - Printed books

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Northern Ireland Courts and Tribunals Service, more specifically the Office of the Lady Chief Justice, has a primary role in supporting the work of the Judiciary, the efficient and effective functioning of the courts and the delivery of the administration of justice in Northern Ireland. One of the major support functions is providing a legal library and information service to all tiers of the Judiciary, legal support staff and court administrators. The Library and Information Service functions in a high profile and fast paced environment with a requirement to deliver 'at speed' and to 'pre-empt' knowledge needs where possible. Items may be required at short notice and delay in their receipt can effect delay in decision making, lead to greater financial cost and making incorrect or un-researched decisions leading to loss of confidence, criticism and reputational damage to the Judiciary. The Northern Ireland Courts and Tribunals Service (NICTS) is seeking to establish a contract for the supply and delivery of legal subscription titles in print and/or electronic format.

II.1.5) Estimated total value

Value excluding VAT: £600,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 22112000 - Textbooks

- 92511000 - Library services
- 92510000 - Library and archive services
- 75231100 - Law-courts-related administrative services
- 22211000 - Journals
- 22211100 - Official journals

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

The Northern Ireland Courts and Tribunals Service, more specifically the Office of the Lady Chief Justice, has a primary role in supporting the work of the Judiciary, the efficient and effective functioning of the courts and the delivery of the administration of justice in Northern Ireland. One of the major support functions is providing a legal library and information service to all tiers of the Judiciary, legal support staff and court administrators. The Library and Information Service functions in a high profile and fast paced environment with a requirement to deliver 'at speed' and to 'pre-empt' knowledge needs where possible. Items may be required at short notice and delay in their receipt can effect delay in decision making, lead to greater financial cost and making incorrect or un-researched decisions leading to loss of confidence, criticism and reputational damage to the Judiciary. The Northern Ireland Courts and Tribunals Service (NICTS) is seeking to establish a contract for the supply and delivery of legal subscription titles in print and/or electronic format.

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: £600,000

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

Duration in months

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: Yes

Description of options

The contract is for an initial period of three (3) years with the option to extend for a further period of up to twenty four (24) months.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

15 September 2022

Local time

3:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 14 December 2022

IV.2.7) Conditions for opening of tenders

Date

15 September 2022

Local time

3:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Neither CPD nor NICTS can provide any guarantee as to the level of business under this contract. The estimated contract value is a broad estimate only; it includes additional quantum for unforeseen demand and to future proof. The estimate is not deemed to be a condition of contract nor a guarantee of minimum demand or uptake. No compensation will be payable to a contractor should the actual demand be less than that stated.

Contract monitoring: the successful Contractor's performance on the contract will be regularly monitored. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a Contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a notice of written warning and notice of unsatisfactory performance, and this contract may be terminated. The issue of a notice of written warning and notice of unsatisfactory performance will result in the Contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of up to 3 years from the date of issue of the notice. The authority expressly reserves the rights: (i) not to award any contract as a result of the procurement process commenced by publication of this notice; (ii) to make whatever changes it may see fit to the content and structure of the tendering competition; (iii) to award (a) contract(s) in respect of any part(s) of the services covered by this notice and (iv) to award contract(s) in stages. And under no circumstances will the authority be liable for any costs incurred by Candidates.

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any special review body with responsibility for appeal/mediation procedures in public procurement competitions. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued.

Belfast

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

The UK does not have any special review body with responsibility for appeal/mediation procedures in public procurement competitions. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued.

Belfast

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures: CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into.