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Tender

## **Digital Asset Management Tool**

VisitScotland

F02: Contract notice

Notice identifier: 2024/S 000-023130

Procurement identifier (OCID): ocds-h6vhtk-048461

Published 25 July 2024, 8:43am

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

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

VisitScotland

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

#### **Contact**

Rory Hewitt

#### **Email**

[rory.hewitt@visitscotland.com](mailto:rory.hewitt@visitscotland.com)

#### **Telephone**

+44 1314722222

#### **Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.visitscotland.org>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00118](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00118)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Other activity

Tourism

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**Section II: Object**

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

### **II.1.1) Title**

Digital Asset Management Tool

Reference number

VSEH23025

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

- 72212520 - Multimedia software development services

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

Services

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

VisitScotland is looking for a suitably qualified supplier for the supply of a Digital Asset Management Tool. A full description of the service requirement can be found within the Invitation to Tender, accompanying Schedules and attached Appendices.

### **II.1.5) Estimated total value**

Value excluding VAT: £300,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 72212520 - Multimedia software development services

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

NUTS codes

- UKM - Scotland

Main site or place of performance

If there is an onsite requirement for system implementation this will need to take place at VisitScotland's office in Edinburgh.

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

VisitScotland is looking for a suitably qualified supplier for the supply of a Digital Asset Management Tool. A full description of the procurement can be found within the Invitation to Tender, accompanying Schedules and attached Appendices.

#### **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: £300,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The original contract duration is 36 months. The contract will have two optional extensions of 12 months. The full potential term of this contract will not exceed 60 months.

#### **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 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

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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

26 August 2024

Local time

5:00pm

#### **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**

Duration in months: 6 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

26 August 2024

Local time

5:00pm

Place

Submissions box will be opened electronically

Information about authorised persons and opening procedure

The submissions box will be opened by the named Procurement managers stated in the Invitation to Tender

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: from 36-60 months time

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=773446](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=773446).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:773446)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=773446](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=773446)

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

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

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom