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Tender

On line and Print Law Library Services

Harlow District Council

F02: Contract notice

Notice identifier: 2021/S 000-024578

Procurement identifier (OCID): ocds-h6vhtk-02e76f

Published 4 October 2021, 12:04pm

Section I: Contracting authority

I.1) Name and addresses

Harlow District Council

Civic Centre, Water Gardens

Harlow Essex

CM20 1WG

Contact

Julie Galvin

Email

admin.legal@harlow.gov.uk

Telephone

+44 1279446655

Country

United Kingdom

NUTS code

UKH3 - Essex

Internet address(es)

Main address

<http://www.harlow.gov.uk/>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA0086

I.3) Communication

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

www.mytenders.co.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.mytenders.co.uk

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

www.mytenders.co.uk

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

On line and Print Law Library Services

Reference number

21/063

II.1.2) Main CPV code

- 79140000 - Legal advisory and information services

II.1.3) Type of contract

Services

II.1.4) Short description

Framework for the provision of on line and print law library legal research services for the members of the Public Law Partnership to call upon, as required by each authority and as described in the Authorities Brief.

The Authority envisages appointing up to 3 top scoring suppliers, where there are less than 3 Tenderers who meet the requirements set out in the ITT and Brief the Authority will appoint all those who do meet the requirements

II.1.5) Estimated total value

Value excluding VAT: £1,250,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKH - East of England

Main site or place of performance

East of England

II.2.4) Description of the procurement

Framework which members of the Public law Partnership may call upon, as required by the member of the PLP Partnership on a case by case basis:

. Services Sought

a. Provision of on line fully consolidated legislation, case law coverage, journals, EU law, current awareness articles, bulletins, alerts, and access to a number of leading titles, to include an Index of Legal Terms and Statutory Annotations.

b. Access to text books and looseleafs, (hard copies and on-line) including up-to-the minute alerting, rapid reporting of cases and authoritative commentary in key areas for public sector lawyers.

c. Access to maintained resources to include e.g. practice notes, standard forms/documents/precedents; standard clauses and drafting notes.

d. Free of charge and unlimited in time on line training for all users of all on line research products.

In addition the PLP Board anticipate the inclusion of value add offerings including and not limited to the following:

a. Support in the production of PLP monthly newsletter in terms of branding and content, such as case law updates and interesting articles on relevant subject matters;

b. Support and sponsorship of training events/ law students and NQ's;

c. website links,

d. free of charge licences for non- fee earning support staff and

e. Other creative responses to support the PLP Partnership

f. Easy access use and management statistics

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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

II.2.14) Additional information

The current expenditure in total over the last three years by the PLP Partners is in excess of GBP 1,045,000 , with approximately ½ being on-line legal research materials including legislation, case law, articles, bulletins, forms and precedents (collectively known as “legal resource materials”) and ½ encyclopaedias (hard copy and on-line) and text books.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

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.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 3

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

12 November 2021

Local time

12:00pm

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: 5 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

12 November 2021

Local time

12:00pm

Information about authorised persons and opening procedure

tenders will be opened simultaneously via the My Tenders procurement portal

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

All communications during the tender period must be submitted via the MyTenders portal. Tenders must be submitted strictly by the deadline via the MyTenders portal and no other means whatsoever.

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

https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=220904.

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.mytenders.co.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.

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

https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=223991.

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(MT Ref:223991)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>