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Tender

## **Forest Hill School - ICT Managed Service**

Forest Hill School

F02: Contract notice

Notice identifier: 2021/S 000-025136

Procurement identifier (OCID): ocds-h6vhtk-02e99e

Published 8 October 2021, 8:47am

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

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

Forest Hill School

Dacres Road

London

SE23 2XN

#### **Contact**

Geoff Chandler

#### **Email**

[geoff.chandler@moxton-education.com](mailto:geoff.chandler@moxton-education.com)

#### **Telephone**

+44 1400272408

#### **Country**

United Kingdom

**NUTS code**

UKI - London

**Internet address(es)**

Main address

<https://foresthill.lewisham.sch.uk>

**I.3) Communication**

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

<https://foresthill.lewisham.sch.uk/ict-partner-tender-information/>

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**

Education

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## **Section II: Object**

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

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

Forest Hill School - ICT Managed Service

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

- 72000000 - IT services: consulting, software development, Internet and support

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

Services

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

This procurement encompasses a full outsource of the ICT service for the School to a single supplier.

Further details regarding timescales are noted below but in summary this is advertised as a maximum 3 year service with start and end dates as follows:

- Service start date - 1st April 2022
- Service end date - 31st March 2025

The companies identified from these shortlisting questions to receive the ITT will then receive a detailed set of requirements. For the purposes of this shortlisting stage bidders should assume that the ITT will include all equipment and service regarding ICT, including but not be limited to;

- strategic advice and direction to the School regarding ICT
- a core 40-week service
- service desk
- local staffing that bidders deem necessary to deliver the SLA
- responsibility for design, specification, installation and management of all ICT infrastructure

- supply of goods and services based on an agreed Best Value (BV) approach
- management of all ICT against an agreed SLA
- management of 3rd parties
- relevant monitoring, management, patching and reporting
- training - technical and curriculum as necessary
- expectation that the provider will drive innovation
- risk registers and inventory management
- collective partnership targets regarding support for e.g. Support for ICT in the Community

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

Value excluding VAT: £355,000

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

This contract is divided into lots: No

### **II.2) Description**

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

- 80200000 - Secondary education services
- 80400000 - Adult and other education services
- 80500000 - Training services

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

NUTS codes

- UKI - London

Main site or place of performance

Forest Hill School

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

This procurement encompasses a full outsource of the ICT service for the School to a single supplier.

Further details regarding timescales are noted below but in summary this is advertised as a maximum 3 year service with start and end dates as follows:

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- relevant monitoring, management, patching and reporting
- training - technical and curriculum as necessary
- expectation that the provider will drive innovation
- risk registers and inventory management
- collective partnership targets regarding support for e.g. Support for ICT in the Community

### **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: £355,000

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

Duration in months

36

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 5

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

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## **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**

Competitive procedure with negotiation

#### **IV.1.5) Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

5 November 2021

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

16 November 2021

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

English

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

Forest Hill School

Dacres Road

London

SE23 2XN

Country

United Kingdom