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Tender

## **Supply of Microsoft 365 Licenses**

Radius Housing

F02: Contract notice

Notice identifier: 2023/S 000-025722

Procurement identifier (OCID): ocds-h6vhtk-03f8bc

Published 1 September 2023, 10:28am

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

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

Radius Housing

Belfast

##### **Email**

[procurement@radiushousing.org](mailto:procurement@radiushousing.org)

##### **Country**

United Kingdom

##### **Region code**

UKN - Northern Ireland

##### **Internet address(es)**

Main address

[www.radiushousing.org](http://www.radiushousing.org)

#### **I.3) Communication**

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

<https://e-sourcingni.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://e-sourcingni.bravosolution.co.uk>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Ministry or any other national or federal authority

#### **I.5) Main activity**

Housing and community amenities

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## **Section II: Object**

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

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

Supply of Microsoft 365 Licenses

Reference number

RAD/094

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

- 48218000 - License management software package

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

Supplies

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

Scope of Services and Specification Summary:

- A 1-year fixed price contract is required, with the option of two further 1-year extensions (1+1+1) anticipated to commence in October 2023.
- DTA21 discounted pricing provided and a fixed price contract to be billed annually.
- The provider must be a Microsoft Gold / Platinum partner.
- The Association require the ability to add, move and remove licenses as required during the contract term.
- Continual updates on the Microsoft suite provided to be aligned with the most recent versions.
- Proposed review offerings.
- The Association will also consider additional features including but not limited to:
  - o Training
  - o Offers to employees

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

Value excluding VAT: £450,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 48517000 - IT software package

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

NUTS codes

- UKN - Northern Ireland

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

Scope of Services and Specification Summary:

- A 1-year fixed price contract is required, with the option of two further 1-year extensions (1+1+1) anticipated to commence in October 2023.
- DTA21 discounted pricing provided and a fixed price contract to be billed annually.
- The provider must be a Microsoft Gold / Platinum partner.
- The Association require the ability to add, move and remove licenses as required during the contract term.
- Continual updates on the Microsoft suite provided to be aligned with the most recent versions.
- Proposed review offerings.
- The Association will also consider additional features including but not limited to:
  - o Training
  - o Offers to employees

### **II.2.5) Award criteria**

Quality criterion - Name: Current Licenses / Weighting: 80

Quality criterion - Name: Additional Licenses / Weighting: 10

Quality criterion - Name: Training Offerings / Weighting: 10

Price - Weighting: 100

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

1+1+1

#### **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.1.2) 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

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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

2 October 2023

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

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

Date

2 October 2023

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Electronic invoicing will be accepted

Electronic payment will be used

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

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

Royal Courts of Justice

Chichester Street

Belfast

BT1 3JF

Country

United Kingdom