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Tender

## **DfE Invest NI – Design, Supply, Delivery and Installation of Audio Visual Equipment Solutions and Provision of Support Services**

Department for the Economy - Invest Northern Ireland

F02: Contract notice

Notice identifier: 2022/S 000-027393

Procurement identifier (OCID): ocids-h6vhtk-03718f

Published 29 September 2022, 4:43pm

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

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

Department for the Economy - Invest Northern Ireland

Bedford Square, Bedford Street

BELFAST

BT2 7ES

#### **Contact**

SSDAdmin.CPDfinance-ni.gov.uk

#### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

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

Buyer's address

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

**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

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## **Section II: Object**

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

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

DfE Invest NI – Design, Supply, Delivery and Installation of Audio Visual Equipment Solutions and Provision of Support Services

Reference number

ID 4246054

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

- 50000000 - Repair and maintenance services

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

Services

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

Invest NI wishes to appoint a Contractor to design, supply, install and support a flexible fit-for-purpose Audio Visual (AV) solution(s), including equipment, within Invest NI's Belfast Headquarters (Bedford Square), and Regional Offices throughout Northern Ireland. The technology must be modern, user-friendly and compatible with Invest NI provided MS Teams. The solutions must have the capability and functionality to cater for in-house meetings, on-site meetings between INI and external attendees and hybrid meetings. The services to be delivered under the Contract shall be split into phases: Phase I - Post Covid Return to Physical Office (Bedford Square and the NI regional Office Network) The Contractor shall design, supply, install and support AV Solutions in meeting rooms within Invest NI HQ and Regional network. Phase II - Ways of Working Project Planning for the longer term repurposing of floor space in Invest NI HQ, Bedford Square and the Regional offices.

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

Value excluding VAT: £800,000

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

This contract is divided into lots: No

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

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

- 32321200 - Audio-visual equipment
- 32321300 - Audio-visual materials
- 32343100 - Audio-frequency amplifiers
- 32351300 - Audio equipment accessories
- 50000000 - Repair and maintenance services
- 50300000 - Repair, maintenance and associated services related to personal computers, office equipment, telecommunications and audio-visual equipment
- 50340000 - Repair and maintenance services of audio-visual and optical equipment
- 50342000 - Repair and maintenance services of audio equipment
- 50343000 - Repair and maintenance services of video equipment

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

NUTS codes

- UKN0 - Northern Ireland

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

Invest NI wishes to appoint a Contractor to design, supply, install and support a flexible fit-for-purpose Audio Visual (AV) solution(s), including equipment, within Invest NI's Belfast Headquarters (Bedford Square), and Regional Offices throughout Northern Ireland. The technology must be modern, user-friendly and compatible with Invest NI provided MS Teams. The solutions must have the capability and functionality to cater for in-house meetings, on-site meetings between INI and external attendees and hybrid meetings. The services to be delivered under the Contract shall be split into phases: Phase I - Post Covid Return to Physical Office (Bedford Square and the NI regional Office Network) The Contractor shall design, supply, install and support AV Solutions in meeting rooms within Invest NI HQ and Regional network. Phase II - Ways of Working Project Planning for the longer term repurposing of floor space in Invest NI HQ, Bedford Square and the Regional offices.

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

Quality criterion - Name: AC1 AV Solution Design / Weighting: 28.8

Quality criterion - Name: AC2 Key Personnel Experience (Account Manager and Specialist AV Staff) / Weighting: 18.4

Quality criterion - Name: AC3 Implementation Plan / Weighting: 12

Quality criterion - Name: AC4 Support / Weighting: 10.4

Quality criterion - Name: AC5 Social Value Methodology / Weighting: 10.4

Cost criterion - Name: AC6 Total Contract Cost / Weighting: 20

#### **II.2.6) Estimated value**

Value excluding VAT: £800,000

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

Variants will be accepted: No

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

Options: Yes

Description of options

After the initial 3 year contract period there are 3 further options to extend for up to 2 years each (3 + 2 + 2 + 2 years)

Rationale: This contract is to support the long term needs of Invest NI for AV solutions across its NI estate. The implementation is anticipated to be phased over the first few years with ongoing long term support and enhancements over the future years.

#### **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

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

The Client will monitor the Contractor's performance against the agreed Key Performance Indicators as detailed in the Commercial Conditions of Contract Schedule for ICT Schedule 5 – Contract and Service Management and. Specification Schedule.

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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

10 November 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: 8 February 2023

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

Date

10 November 2022

Local time

3:30pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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 Certificate of Unsatisfactory Performance and the contract may be terminated. The issue of a Certificate 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 twelve months from the date of issue of the certificate. .

### **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 regarding alleged breaches of the PCR2015 as amended.

As above

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

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