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Tender

EMAIL ARCHIVE FOR COVENTRY UNIVERSITY LEGAL SERVICES DEPARTMENT

Coventry University

F02: Contract notice

Notice identifier: 2024/S 000-027397

Procurement identifier (OCID): ocds-h6vhtk-0495ed

Published 28 August 2024, 10:42am

Section I: Contracting authority

I.1) Name and addresses

Coventry University

Priory Street

COVENTRY

CV15FB

Contact

Thomas Hasson

Email

ad7747@coventry.ac.uk

Country

United Kingdom

Region code

UKG33 - Coventry

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.coventry.ac.uk

Buyer's address

<https://in-tendhost.co.uk/coventryuniversity.aspx/Home>

I.3) Communication

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

<https://in-tendhost.co.uk/coventryuniversity.aspx/Home>

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

EMAIL ARCHIVE FOR COVENTRY UNIVERSITY LEGAL SERVICES DEPARTMENT

Reference number

FRAM-1373-24-TH

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

Coventry University Group are seeking proposals from qualified vendors for the supply, installation, and support of a cloud-based email archiving solution. The solution should securely archive email communications for a maximum period of 13 years, support exporting emails to PDF for legal cases, investigations and Freedom of information requests. It must be capable of handling an existing archive of 110TB. The solution should support Office 365 (O365) and Google Workspace connectors and must accommodate user licensing for 70,000 users, including both staff and students. The system should be able to handle an average of 300,000 emails daily.

Submission Requirements:

Vendors interested in submitting a proposal must include the following:

Company Profile: Overview of the company, including experience in providing similar solutions.

Technical Proposal: Detailed description of the proposed solution, including software and hardware specifications.

Implementation Plan: Timeline and plan for deploying the solution, including data migration.

Support and Maintenance: Description of support services, including response times and

SLAs.

Pricing: Detailed pricing breakdown, including software licenses, implementation costs, support fees, and any other relevant charges for initial archive copy.

References: Provide at least three references from organizations of similar size and scope.

Below Tenderers can find details of how Coventry University intends to administer the evaluation of submitted proposals.

This Email Archive solution is required for a period of five years. Following a successful contract review, there may be a possibility of extending the contract for a further five, one-year periods.

Tender documents and submissions can be located and uploaded at: <https://in-tendhost.co.uk/coventryuniversity/>

Please see sections 5 and 9 of the ITT for further detail on the product and service requirements related to this contract.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKG - West Midlands (England)

II.2.4) Description of the procurement

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II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

This contract is subject to renewal

Yes

Description of renewals

Initial 5 years plus 1+1+1+1+1 years at the discretion of Coventry University.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

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: No

IV.2) Administrative information

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

Date

26 September 2024

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

IV.2.7) Conditions for opening of tenders

Date

26 September 2024

Local time

12:01pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Coventry University

Coventry

Country

United Kingdom