

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/027478-2022>

Tender

Digital Asset Management (DAM) Platform

University of Dundee

F02: Contract notice

Notice identifier: 2022/S 000-027478

Procurement identifier (OCID): ocds-h6vhtk-0371c7

Published 30 September 2022, 1:34pm

The closing date and time has been changed to:

7 November 2022, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

University of Dundee

Procurement, 3rd Floor, Tower Building, Nethergate

Dundee

DD1 4HN

Contact

Becky Myles

Email

procurement@dundee.ac.uk

Telephone

+44 1382386810

Country

United Kingdom

NUTS code

UKM71 - Angus and Dundee City

Internet address(es)

Main address

<http://www.dundee.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00105

I.3) Communication

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

<https://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk>

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

Digital Asset Management (DAM) Platform

Reference number

UoD-SYS112-TC-2022

II.1.2) Main CPV code

- 48100000 - Industry specific software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

The University of Dundee (UoD) has a requirement to procure a Digital Asset Management Platform (DAM) including off-premise (cloud) storage, categorization, tagging, sort, filter, usage tracking and retrieval in a range of formats. The University will also require additional and optional professional services and support such as assistance with transfer of existing content from old to new systems. User types will include Students, Academics, Professional Services and other staff. The provision will be for a maximum period of ten years from commencement including optional term extensions beyond the Initial Contract Term of 36 months.

Further details surrounding the requirement can be found in the annexes to this Invitation to Tender document.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48100000 - Industry specific software package

II.2.3) Place of performance

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee

II.2.4) Description of the procurement

The University of Dundee (UoD) has a requirement to procure a Digital Asset Management Platform (DAM) including off-premise (cloud) storage, categorization, tagging, sort, filter, usage tracking and retrieval in a range of formats. The University will also require additional and optional professional services and support such as assistance with transfer of existing content from old to new systems. User types will include Students, Academics, Professional Services and other staff. The provision will be for a maximum period of ten years from commencement including optional term extensions beyond the Initial Contract Term of 36 months.

Further details surrounding the requirement can be found in the annexes to this Invitation to Tender document.

II.2.5) Award criteria

Quality criterion - Name: Functional Specification / Weighting: 50

Quality criterion - Name: Non-functional Requirements / Weighting: 25

Price - Weighting: 25

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

The initial Contract Term shall be 36 months plus optional 12 month extensions on each contract anniversary thereafter, up to a maximum of 10 years in total.

The Contract shall automatically terminate at the end of the Initial Term stated on the Contract Form without any requirement for the University to serve prior notice.

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

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.1.8) 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

Originally published as:

Date

31 October 2022

Local time

12:00pm

Changed to:

Date

7 November 2022

Local time

12:00pm

See the [change notice](#).

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

IV.2.7) Conditions for opening of tenders

Date

31 October 2022

Local time

1:00pm

Place

Dundee

Information about authorised persons and opening procedure

Becky Myles, Deputy Head of Procurement

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.3) Additional information

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

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=708510.

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.publiccontractsscotland.gov.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.

(SC Ref:708510)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=708510

VI.4) Procedures for review

VI.4.1) Review body

Dundee Sheriff Court

Sheriff Court House, 6 West Bell Street

Dundee

DD1 9AD

Email

dundee@scotscourts.gov.uk

Telephone

+44 1382229961

Country

United Kingdom