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Tender

## IT Managed Services

Scottish Futures Trust Limited

F02: Contract notice

Notice identifier: 2024/S 000-028988

Procurement identifier (OCID): ocds-h6vhtk-0499b2

Published 10 September 2024, 3:46pm

### Section I: Contracting authority

#### I.1) Name and addresses

Scottish Futures Trust Limited

91 Haymarket Terrace, Thistle House - 4th Floor

Edinburgh

EH12 5HE

#### Contact

Joanne Christina MacConnell

#### Email

[joanne.macconnell@scottishfuturestrust.org.uk](mailto:joanne.macconnell@scottishfuturestrust.org.uk)

#### Telephone

+44 1315100800

#### Country

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.scottishfuturestrust.org.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA13383](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13383)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Other type

Non-departmental public body

**I.5) Main activity**

Other activity

Infrastructure

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## **Section II: Object**

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

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

IT Managed Services

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

- 72222300 - Information technology services

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

Services

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

SFT is seeking to appoint a single vendor to provide and manage a range of services within the SFT IT Environment, including;

1. Service Management
2. Service Delivery
3. IT Project Delivery

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

This contract is divided into lots: No

## **II.2) Description**

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

- 72222300 - Information technology services

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Edinburgh

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

SFT is seeking to appoint a single vendor to provide and manage a range of services within the SFT IT Environment, including;

1. Service Management
2. Service Delivery
3. IT Project Delivery

As more fully described in the Invitation to Tender uploaded as an additional document to this contract notice.

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

Quality criterion - Name: Service management / Weighting: 30

Quality criterion - Name: delivery of services / Weighting: 25

Quality criterion - Name: project management / Weighting: 15

Quality criterion - Name: working with SFT / Weighting: 10

Price - Weighting: 20

#### **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

ability to extend for a further one (1) year period at SFT's discretion, upon providing a minimum of three (3) months' 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

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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

11 October 2024

Local time

11:00am

#### 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

11 October 2024

Local time

11:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **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=777656](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=777656).

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](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:777656)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=777656](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=777656)

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

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

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom