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Contract

Provision of Electronic Document and Records Management (EDRM) System

Tai Tarian Ltd

F03: Contract award notice

Notice identifier: 2021/S 000-029991

Procurement identifier (OCID): ocids-h6vhtk-02cde9

Published 2 December 2021, 4:25pm

Section I: Contracting authority

I.1) Name and addresses

Tai Tarian Ltd

Ty Gwyn, Brunel Way, Baglan Energy Park

Neath

SA11 2FP

Email

procurement@taitarian.co.uk

Telephone

+44 1639505890

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.taitarian.co.uk>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA1087

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Electronic Document and Records Management (EDRM) System

Reference number

927

II.1.2) Main CPV code

- 48311100 - Document management system

II.1.3) Type of contract

Supplies

II.1.4) Short description

As part of its transformation plan, Tai Tarian is seeking to issue a Contract for the provision of a full and comprehensive Electronic Document and Records Management

(EDRM) System.

Tai Tarian owns and manages approximately 9000 homes throughout the Neath Port Talbot region and employs approximately 550 staff. There are multiple documents relevant to every property, tenancy and employee that need to be stored and maintained in accordance with internal and statutory data storage regulations.

The system must be suitable for all areas of the business and integrate with our existing core business systems (QL Housing, QL Finance and Jane HR) and be able to integrate with alternative systems should these change in the future. Additionally, the system must integrate with Microsoft products including MS 365. The solution must allow for easy storage and retrieval of documents, including the ability to store and access documents via mobile devices from any location.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72512000 - Document management services
- 79996100 - Records management
- 48311000 - Document management software package

II.2.3) Place of performance

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

II.2.4) Description of the procurement

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The system must be suitable for all areas of the business and integrate with our existing

core business systems (QL Housing, QL Finance and Jane HR) and be able to integrate with alternative systems should these change in the future. Additionally, the system must integrate with Microsoft products including MS 365. The solution must allow for easy storage and retrieval of documents, including the ability to store and access documents via mobile devices from any location.

Scope

Replacement of current EDRMS and migration of documents from the existing system to the new system. Cleansing of the data during the migration to ensure compliance with data retention rules (e.g. documents that should not be retained should be deleted). Importing of additional documents held electronically in other areas including on shared and personal network drives.

II.2.5) Award criteria

Quality criterion - Name: as per procurement docs / Weighting: 100

Price - Weighting: 0

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 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.2.1) Previous publication concerning this procedure

Notice number: [2021/S 000-018043](#)

Section V. Award of contract

Contract No

927

A contract/lot is awarded: No

V.1) Information on non-award

The contract/lot is not awarded

Other reasons (discontinuation of procedure)

Section VI. Complementary information

VI.3) Additional information

(WA Ref:116409)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom