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Tender

## **Digital Jury Bundle's (Pilot / Implementation) - Software**

Crown Prosecution Service

F02: Contract notice

Notice identifier: 2024/S 000-030386

Procurement identifier (OCID): ocds-h6vhtk-049d16

Published 23 September 2024, 4:24pm

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

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

Crown Prosecution Service

102 Petty France

London

SW1H 9EA

#### **Email**

[commercialsoftware@cps.gov.uk](mailto:commercialsoftware@cps.gov.uk)

#### **Telephone**

+44 2077176000

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://cps.bravosolution.co.uk/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://cps.bravosolution.co.uk/web/login.html>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Ministry or any other national or federal authority

**I.5) Main activity**

General public services

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## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

Digital Jury Bundle's (Pilot / Implementation) - Software

Reference number

PR 2024 026

#### 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

CPS is seeking to provide Juries and other key participants in Crown Court trials with Jury bundles via a digital solution. Jury bundles contain the exhibits that Prosecution & Defence Counsel intend to refer to during the trial. These are usually documentary exhibits such as telephone records, transcripts of the defendant's police interview, diagrams and photographs. The intention is to pilot the developed solution. After a full evaluation and benefits realisation analysis of this pilot, a decision at sole buyer discretion will be made with a view to proceed to a national rollout to the 80+ Crown Court sites across England and Wales.

CPS is seeking to procure through this exercise –

- Software Solution
  - o Digital Jury Bundle software – a Commercial Off The Shelf (COTS) solution, capable of having up to 30,000 users (Jurors & Court professionals) using the solution concurrently.

Pilot stage will have up to 1000 users

Subsequent roll out stages will then increase users incrementally to national roll out with buyers discretion to proceed at each stage after initial pilot

- o Support to enable digital transfer of jury bundle from either CMS / DCS (API creation)

- o Service support for software incidents.
- Implementation & Evaluation Solution
- o Implementation support – including planning, key delivery dates and milestones.
- o Design and provision of training materials bespoke to individual user roles – including accessible & Welsh language versions
- o Evaluation of individual pilot stages & overall pilot
- o Benefits realisation to identify and track proposed benefits, in pilot stage and subsequent possible roll out and beyond
- o On-location support during pilot and possible rollout phases for limited period at each site

A separate procurement exercise is being held for the hardware aspect of the solution (and service support for that hardware).

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

This contract is divided into lots: No

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

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

- 48000000 - Software package and information systems
- 72263000 - Software implementation services

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

NUTS codes

- UK - United Kingdom

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

This Procurement will establish a supplier Contract for the provision of The Digitalisation of Jury Bundles.

The services covered by this Contract have not been divided into lots.

The Contract will be for a period of 1 year with optional extensions for a further maximum

of 3 x 12-month durations.

This Contract will be between the successful Supplier and the Authority.

The Contract Digitalisation of Jury Bundles is for being offered under the Mid-Tier Terms and Conditions of contract which will govern any resultant Contract.

The Authority is managing this Procurement in accordance with the Public Contracts Regulations 2015.

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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

12

This contract is subject to renewal

Yes

Description of renewals

3 x 12 month extension option

**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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

1) Cyber Essentials Plus accredited/or will be by Contract award.

If you cannot confirm Cyber Essentials will be in place by Contract award your tender will be deemed non-compliant and shall be rejected.

2) ISO27001 (or equivalent) certification. If an equivalent certification is submitted, the supplier must be able to demonstrate and assure the Buyer that the Buyer's data is fully secure across the range of ISO27001 criteria.

#### **III.1.3) Technical and professional ability**

Minimum level(s) of standards possibly required

1) The Supplier must be skilled in, and provide evidence of having completed, evaluation activities and reports.

2) The Supplier must be able to provide a service support desk type of arrangement for any software issues experienced by the Customer.

3) Software solution must use Cloud-based technology for storage/transfer of material

4) The software solution must be a Commercial Off The Shelf (COTS) Solution, with a provable record of success in presentation of evidence in a Court or Tribunal environment.

5) Software solution must be based on NCSC Cloud Principles

6) Any customer or case data must be stored on EEA-based servers (preferably UK-based).

7) Software solution must be able to support up to 30,000 users using the software at any one time with no drop in performance.

8) Software solution must be device-agnostic – i.e. be able to work on a wide range of device makes and models

- 9) The Software Solution must be WCAG 2.2 AA compliant, (or WCAG 2.1 AA compliant, with a roadmap for 2.2 AA compliance).
- 10) The Software Solution must have a page “snap” functionality, whereby a specified user (e.g. an Advocate) can “snap” all Juror devices to the same page.
- 11) The software solution must be able to handle standard file types (such as PDF, Doc, JPEG, PNG)
- 12) The software solution must be able to paginate and index jury bundles transferred into it.
- 13) The software solution must have Digital Annotation Capabilities – including but not limited to highlighting and circling/drawing.
- 14) The software solution must be able to facilitate amendments to the trial bundle during the trial (additions and deletions), amend pagination and indexing, and replicate these across all user bundles, whilst preserving user annotations
- 15) The software solution must have the ability for a user with appropriate rights to wipe bundles from all devices post-trial.
- 16) The software solution must be able to facilitate APIs between the digital jury bundle solution and the Customer’s casework systems.



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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

17 October 2024

Local time

5:00pm

#### **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: 4 (from the date stated for receipt of tender)

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

Date

17 October 2024

Local time

5:00pm

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## **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**

Crown Prosecution Service

102 Petty France

Westminster

SW11H 9EA

Country

United Kingdom