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Tender

Dalmuir Park Housing Association - IT Support Services

Dalmuir Park Housing Association

F02: Contract notice

Notice identifier: 2023/S 000-031138

Procurement identifier (OCID): ocids-h6vhtk-040e07

Published 23 October 2023, 8:27am

Section I: Contracting authority

I.1) Name and addresses

Dalmuir Park Housing Association

Beardmore House, 631 Dumbarton Road

Clydebank

G81 4EU

Email

admin@dpha.org.uk

Telephone

+44 01419522447

Fax

+44 01419514423

Country

United Kingdom

NUTS code

UKM8 - West Central Scotland

Internet address(es)

Main address

www.dpha.org

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA15582

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

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

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

Dalmuir Park Housing Association - IT Support Services

II.1.2) Main CPV code

- 72222300 - Information technology services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of IT Support Services

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

II.2.4) Description of the procurement

Dalmuir Park Housing Association is looking for a supply to provide IT support services including the maintenance of equipment such as servers, desktops and laptops and associated software.

Dalmuir Park Housing Association is a small organisation with no internal IT resource, therefore, is looking for a support provider to ensure its IT infrastructure remains suitable and secure. Services are to include the management of relevant software licencing, full back up services and provision of a help desk for staff to access.

Some services provided by Dalmuir Park Housing Association are delivered outside at weekends and there is a requirement for IT support to be available during this period.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Optional extension of 12 months followed by a further optional extension of 12 months.

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

Date

21 November 2023

Local time

9:00am

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

IV.2.7) Conditions for opening of tenders

Date

21 November 2023

Local time

9:00am

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=748190.

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.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Further details are contained within the procurement documents

(SC Ref:748190)

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Clerk's Office

PO Box 23, 1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom