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Tender

## **CES - Property Management System**

Crown Estate Scotland

F02: Contract notice

Notice identifier: 2023/S 000-032172

Procurement identifier (OCID): ocds-h6vhtk-03d409

Published 31 October 2023, 3:07pm

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

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

Crown Estate Scotland

Quatermile Two, 2nd Floor, 2 Lister Square

Edinburgh

EH3 9GL

#### **Email**

[andy.riley@crownestatescotland.com](mailto:andy.riley@crownestatescotland.com)

#### **Telephone**

+44 1314607657

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

### **Internet address(es)**

Main address

<http://crownstatescotland.com/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA29444](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA29444)

### **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](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)

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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

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

Other type

Public Corporation

### **I.5) Main activity**

Other activity

Property

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## **Section II: Object**

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

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

CES - Property Management System

Reference number

CES/002

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

- 72222300 - Information technology services

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

Services

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

Crown Estate Scotland is tendering for a Property Management System. This system will be used to manage approximately 4,300 assets at present. Crown Estate Scotland have a wide mix of Property/Asset types on, above and below ground. As such it is important that whatever system we use is capable to coping with multiple Property/Asset types simultaneously and the different rules that apply to them. The system must support Scotland's property and related law.

#### **II.1.5) Estimated total value**

Value excluding VAT: £3,000,000

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

This contract is divided into lots: No

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

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

- 72267100 - Maintenance of information technology software
- 72222300 - Information technology services
- 48000000 - Software package and information systems
- 48100000 - Industry specific software package

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

NUTS codes

- UKM - Scotland

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

This procurement seeks to deliver a Property Management System to manage approximately 4,300 assets. Crown Estate Scotland have a wide mix of Property/Asset types on, above and below ground. As such it is important that whatever system proposed is capable to coping with multiple Property/Asset types simultaneously and the different rules that apply to them. The system must support Scotland's property and related law. Examples of specific properties/asset classifications currently include:

- Agricultural farms, farmhouses & farm cottages
- Ground leases
- Let residential houses & cottages
- Let buildings & other commercial premises
- Retail and office space
- Forestry
- Aquaculture – Finfish/Shellfish farms/Seaweed
- Offshore Wind farms, Wave & Tidal, Carbon Capture and Storage
- Moorings, marinas, pontoons
- Harbours, piers & jetties
- Sporting & Fishing agreements
- Salmon Fishing Rights

- Mineral leases and Mines Royal option agreements
- Agreements for subsea cables and pipelines

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

Quality criterion - Name: Quality / Weighting: 70

Cost criterion - Name: Cost / Weighting: 30

### **II.2.6) Estimated value**

Value excluding VAT: £3,000,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

138

This contract is subject to renewal

Yes

Description of renewals

The contract will be for an initial 18 months prior to go-live which will be to build, configure test and train users, with a further 60 months from go live. The contract may be extended for up to an additional 5x12 month period, each 12 month extension period will be mutually agreed 24 months prior to the end of contract.

### **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

SPD (SCOTLAND) QUESTION 4C.2 Technicians or Technical Bodies:

The solution/supplier should be certified with ISO 27001 or equivalent\*

\* We will accept suppliers who are part way through the ISO 27001 certification process and commit to being certified prior to the Stage Gate 1 review.

This should also be extended to any sub-contractor who hosts or has admin access to the data.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

SPD (SCOTLAND) QUESTION - 4B.2.1 Specific Yearly Turnover

SPD (SCOTLAND) QUESTION - 4B.5 Insurance

SPD (SCOTLAND) QUESTION - 4B.6 Other Economic or Financial Requirements

Minimum level(s) of standards possibly required

Bidders will be required to have a minimum yearly "specific" turnover of a minimum of 3,000,000.00 GBP for the last three (3) years.

Insurance Required:

- Professional Indemnity 3 million GBP
- Public Liability 10 million GBP
- Employer Liability 5 million GBP

Other financial requirements:

Crown Estate Scotland will utilise Dun & Bradstreet (D&B) Failure Score of 30 or above.

Tenderers (including all participants in a group) are required to have a Failure Score of 30 or above in order to demonstrate its financial strength and stability.

It is recommended that Tenderers review their own D&B Failure Score in advance of submitting a Tender Submission. Where the Tenderer does not have a D&B Failure Score, or where the Tenderer does not consider that the D&B Failure Score reflects their current financial status; the Tenderer may give an explanation within the Tender Submission, together with any relevant supporting alternative evidence which demonstrates its financial strength/stability.

Where the Tenderer is under no obligation to publish accounts and therefore does not have a D&B Failure Score, they must provide their audited financial accounts for the previous 3 years as part of their SPD Submission in order that Crown Estate Scotland may assess these to determine the suitability of the Tenderer to undertake a contract of this size.

Where a Tenderer does not meet the minimum financial requirements in its own right and wishes to rely on the financial standing of a parent company, Tenderers should provide a statement that they commit to obtaining a parent company guarantee in the form attached in the Standard Documents Parent Company Guarantee.

Where a consortium bid is received, the D&B Failure Score of each consortium member shall be assessed and each must achieve a D&B failure score of 30 or above.

Where a sub-contractor material to the performance of the Contract or where the Tenderer intends to sub-contract more than 25% of any contract value to a single sub-contractor, the Tenderer may be required to confirm that the sub-contractor(s) has a D&B failure score of 30 or above. Crown Estate Scotland reserves the right to request one copy of all sub-contractor last 3 financial years' audited accounts and details of significant changes since the last financial year end.

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

Selection criteria as stated in the procurement documents

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

Throughout the duration of the Contract, the Service Provider's performance will be monitored and evaluated, as per the conditions and requirements contained within the tender 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.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-016004](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

11 December 2023

Local time

12:00pm

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

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

Date

11 December 2023

Local time

12:00pm

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## **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=747378](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=747378).

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.

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

Tenderers are expected to provide proposals regarding how they will add value towards community benefits, which will be considered as

part of their tender submission. Please detail the actions that the Tenderer will take to deliver community benefits.

Factors to consider as opportunities for community benefits could include:

- Generating employment and training opportunities for priority groups;
- Vocational training;
- Training existing workforce;
- Equality and diversity initiatives;
- Working with schools, colleges, universities to offer work experience or educational/professional advice;
- Community engagement events or providing value to the local community;
- Minimising negative environmental impacts.

(SC Ref:747378)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=747378](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=747378)

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

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

Edinburgh Sheriff Court

27 Chambers St

Edinburgh

EH1 1LB

Country

United Kingdom