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Tender

## **OutSystems Services - Dynamic Purchasing System**

Social Security Scotland

F02: Contract notice

Notice identifier: 2022/S 000-032763

Procurement identifier (OCID): ocds-h6vhtk-037cb2

Published 18 November 2022, 12:10pm

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

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

Social Security Scotland

3rd Floor, Agnes Husband House, 17 South Union Street

Dundee

DD1 4BF

#### **Contact**

Megan McLuskey

#### **Email**

[megan.mcluskey@socialsecurity.gov.scot](mailto:megan.mcluskey@socialsecurity.gov.scot)

#### **Country**

United Kingdom

#### **NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<https://www.socialsecurity.gov.scot/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA30345](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30345)

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

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

National or federal Agency/Office

**I.5) Main activity**

General public services

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**Section II: Object**

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

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

OutSystems Services - Dynamic Purchasing System

### **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**

Dynamic Purchasing System (DPS) for Outsystems Services including Support, Maintenance, Application Development, Client-Side Support and Continuous Improvement.

The DPS will be split into two (2) lots -

Lot 1 - Projects

Lot 2 - Digital Resources

No form of volume guarantee has been granted by the Authority. The Authority shall not be bound to order any of the services referred to within each lot description. The DPS will be open to entrants throughout its life who meet the minimum criteria.

Suppliers should note that the Authority may incorporate a preferred bidder stage in their invitation to tender process to allow them to carry out appropriate due diligence on the preferred supplier.

The Authority will have the right to request evidence that entry criteria is still valid at any point during the life of the Dynamic Purchasing System with evidence to be provided via an updated SPD to the Authority within 5 working days of request being issued.

There will be an ongoing requirement for suppliers to provide management information on call-off contracts awarded under this DPS.

Suppliers should be aware that there may be a requirement to indicate the names and professional qualifications of the staff assigned to performing the contract at any subsequent Call-Off

DPS call-offs may require the mandated payment of the Real Living Wage as a special

contract condition, this will be determined on an individual call-off basis.

It is intended that the terms and conditions applicable to Call-Offs will be the Scottish Government ICT Model Services Contract. The Terms and Conditions will be refined for each applicable Call-Off.

Interested parties can apply for either or both lots. Interested parties do not need to meet all elements of the scope detailed within each lot to be awarded a place.

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

#### **II.2.1) Title**

Digital Resources

Lot No

2

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

- 72222300 - Information technology services
- 72000000 - IT services: consulting, software development, Internet and support
- 72600000 - Computer support and consultancy services

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

NUTS codes

- UKM - Scotland

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

Resources for a specific output to support the following areas - Support, Maintenance, Application Development, Client Side Support and Continuous Improvement on the OutSystems platform.

The anticipated services and/or role profile include (but not limited to) the following:

Digital Specialists

Quality Assurance

Network Advice Specialists

Project/Programme Managers

UX/UI

Dev Ops

Business Analysts

User Researchers

Software Engineers

Data Analytical Specialists

Solutions Architect

Technical Architect

Security Architect

Testing Specialist

Pen Testing Specialists

Lot 2 – Relevant experience of providing resources for a specific piece of work for development and deployment of applications and or support and maintenance on OutSystems Platform – 2 examples 350 words per example

Suppliers must have at least 12 months experience delivering the types of services within this lot. Please provide details about the services you can provide under this lot including at least 2 relevant case study examples from the last 3 years. Examples from public and/or private sector may be provided. Please try and be as clear and concise as possible and preferably within 2 sides of text on the relevant case study evidence form. Do not include hyperlinks or embed files to this response and ensure acronyms are explained in full. Note: at least two case study examples are required for each lot.

A copy of the case study evidence form can be found at section 4C.1.2 of the Single Procurement Document (SPD) Scotland within Public Contracts Scotland – Tender (PCS-

T). The form should be downloaded, populated with relevant case study examples and uploaded.

Suppliers should be aware there is not a requirement to provide all services within this lot, applications can be submitted for discrete elements of the services.

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

Quality criterion - Name: Quality / Weighting: 40% - 80%

Price - Weighting: 20% - 60%

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This DPS is expected to run for a period of four years until February 2027. There are no time limit restrictions on a DPS and Social Security Scotland reserve the right to stop or extend the operation of the DPS at any time.

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

#### **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

## **II.2) Description**

### **II.2.1) Title**

Projects

Lot No

1

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

- 72267100 - Maintenance of information technology software
- 72267200 - Repair of information technology software
- 72223000 - Information technology requirements review services
- 72222300 - Information technology services
- 72000000 - IT services: consulting, software development, Internet and support

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

NUTS codes

- UKM - Scotland

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

Project work to include Support, Maintenance, Application Development, Client-Side Support Services and Continuous Improvement on the Outsystems platform.

Lot 1 - Relevant experience relating to scope, examples of development and deployment of applications, client-side support, continuous improvement and or support and maintenance on OutSystems platform – 2 examples maximum 750 words per example.

Suppliers must have at least 12 months experience delivering the types of services within this lot. Please provide details about the services you can provide under this lot including at least 2 relevant case study examples from the last 3 years. Examples from public and/or private sector may be provided. Please try and be as clear and concise as possible and preferably within 2 sides of text on the relevant case study evidence form. Do not include hyperlinks or embed files to this response and ensure acronyms are explained in full. Note: at least two case study examples are required for each lot.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

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

List and brief description of selection criteria

It is a requirement of this contract that bidders holder, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Employers Liability - minimum 5m (FIVE MILLION GBP)

Public Liability - minimum 2m (TWO MILLION GBP)

Professional Indemnity - minimum 1m (ONE MILLION GBP, we will accept cover in the aggregate)

D&B Failure Score of 20

or

2 Years Audited Accounts, where 2 years of audited accounts cannot be provided suppliers should provide a Financial Assurance.

Please be advised that additional insurances may be requested through call-off requirements.

Suppliers from the UK will be required to provide their tax reference numbers: i.e Value Added Tax registration number, PAYE collection reference and Corporation Tax or Self-Assessment reference, as applicable. Please enter this number in section 2A question 2A.2 of the SPD.

Overseas and non-UK suppliers will be required to submit a certificate of tax compliance obtained from the country in which they are a resident for tax purposes)

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

List and brief description of selection criteria

It is a requirement of this DPS that suppliers must have previous experience with the OutSystems Platform as stated within section II.2) Description of this contract notice under Lot 1 Projects and Lot 2 Digital Resources.

The Authority will have the right to request evidence that entry criteria is still valid at any point during the life of the Dynamic Purchasing System with evidence to be provided via an updated SPD to the Authority within 5 working days of request being issued.

Bidders will be required to provide two different examples of your experience for each Lot that demonstrate that they have the relevant

experience to deliver the services/supplies within the SPD in Public Contract Scotland  
Tender Project Code: 22652

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the setting up of a dynamic purchasing system

#### **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: [2022/S 000-030330](#)

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

Date

19 December 2022

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

16 January 2023

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: February 2027

### **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**

Within PCS-T Technical Envelope there is a mandatory question relating to Cyber Security.

Quality Management Procedures - The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

OR

The bidder must have the following:

A documented policy regarding quality management. The policy must set out responsibilities for quality management demonstrating that the bidder has, and continues to implement, a quality management policy that is authorised by their Chief Executive, or equivalent, which is periodically reviewed at a senior management level. The policy must be relevant to the nature and scale of the work to be undertaken and set out responsibilities for quality management throughout the organisation.

Health and Safety - The bidder must hold a UKAS (or equivalent), accredited independent third-party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum.

OR

The bidder must have a regularly reviewed and documented policy for Health and Safety (H&S) management, endorsed by the Chief Executive Officer, or equivalent. The policy must be relevant to the nature and scale of the work and set out responsibilities for H&S management at all levels within the organisation. The policy must be relevant to the nature and scale of your operations and set out your company's responsibilities of health and safety management and compliance with legislation.

Note Organisations with fewer than five employees are not required by law to have a documented policy statement.

Environmental Management Systems/Standards Certificates - The Bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate,

OR

The bidder must have the following:

A regularly reviewed documented policy regarding environmental management, authorised by the Chief Executive, or equivalent. This policy must include and describe the bidder's environmental emergency response procedures, including the preparedness and response procedures for potential accidents and emergency response situations that give rise to significant environmental impacts (for example hazardous substances spill control).

Cyber Security - Cyber Security - It is mandatory that suppliers hold a suitable third-party Cyber Security accreditation e.g., Cyber Essentials, Cyber Essentials Plus, ISO 27001:2013, IASME Gold or are able to provide evidence of equivalency as part of their application. Failure to confirm that a suitable third-party accreditation is held (or failure to provide suitable evidence of equivalency) will result in suppliers not gaining entry to the DPS.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 22652. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

Requirements will be included in any subsequent call-off

The Contracting Authority does not intend to include any community benefit requirements in this contract for the following reason:

Requirements will be included at any subsequent call-off

(SC Ref:713877)

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

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

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom