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Tender

## **OHCAT - ICT Managed Service**

Orchard Hill College & Academy Trust

F02: Contract notice

Notice identifier: 2022/S 000-033040

Procurement identifier (OCID): ocids-h6vhtk-038734

Published 22 November 2022, 10:05am

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

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

Orchard Hill College & Academy Trust

Quadrant House 8th Floor, The Quadrant Sutton

Surrey

SM2 5AS

#### **Email**

[procurement@orchardhill.ac.uk](mailto:procurement@orchardhill.ac.uk)

#### **Telephone**

+44 3454020453

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://ohcat.org>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA42971](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42971)

**I.3) Communication**

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

<https://ohcat.mytenders.co.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://ohcat.mytenders.co.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://ohcat.mytenders.co.uk/>

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

OHCAT - ICT Managed Service

#### **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**

Orchard Hill College and Academy Trust is a family of specialist education providers for pupils and students from nursery through to further education across London, Surrey, Sussex and Berkshire. The uniqueness of OHCAT is that it is fully representative of all designations of special education needs and disabilities. Across the whole organisation there are a range of experts and practitioners who advocate for children and young people with special education needs and disabilities to ensure they receive the best possible opportunities to achieve their full potential.

Orchard Hill College (OHC) was established in 1983 and has grown from a small hospital provision into an Outstanding College that operates from eight college centres across London and provides post-16 education for approximately 400 students with mild, moderate, severe and profound learning need.

Orchard Hill College Academy Trust (OHCAT) was established in 2013 by Orchard Hill College to share its expertise and provide services and support to specialist schools. The Trust is now home to 15 special schools

In total there are currently 22 sites encompassing c1,500 staff and c2,077 Pupils

The Purpose of this procurement is to identify a single provider who will deliver an ICT managed service across all sites. It is expected that TUPE will apply from the Trust.

Bidders should assume that the Trust will require a 51 week onsite service that fulfils an SLA that will be provided by the Trust. The following list of services are to be provided but should not be seen as a finite list:

- strategic advice and direction to the Trust regarding ICT
- 24hrs a day 365 days per year monitoring and management service
- service desk
- support for the Trust administration staff who currently number c70 at Quadrant House and remotely
- local staffing that bidders deem necessary to meet the delivery requirements of the SLA
- responsibility for design, specification, installation and management of all ICT infrastructure
- supply of goods and services based on an agreed Best Value (BV) approach
- management of all ICT against an agreed SLA
- management of third parties
- relevant management, patching and reporting
- training – technical and curriculum as necessary
- expectation that the provider will drive innovation
- risk registers and inventory management
- co-ordination and administrative support to an ICT Project Group

The initial work will be to both transition to the new service and then design and implement a new infrastructure across seven initial sites. Starting with a design phase in the summer term of 2023 and then a roll out during the Autumn term and when new communication lines are in place (due to be procured in parallel to this procurement).

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

Value excluding VAT: £9,500,000

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

This contract is divided into lots: No

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

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

- 30213000 - Personal computers
- 30214000 - Workstations
- 30230000 - Computer-related equipment
- 32410000 - Local area network
- 32420000 - Network equipment
- 48820000 - Servers
- 80000000 - Education and training services

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

NUTS codes

- UKJ - South East (England)

Main site or place of performance

Multiple sites as listed on [www.ohcat.org](http://www.ohcat.org)

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

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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.2.6) Estimated value**

Value excluding VAT: £9,500,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

Option for up to 24 months extension

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

Envisaged number of candidates: 10

**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.2.14) Additional information**

See ITT and related documentation

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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

See ITT and related documentation

#### **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

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

#### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

ICT specialism for education sector

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

See ITT and related documentation - notably contract and schedules



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## **Section IV. Procedure**

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

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

Restricted 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

22 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

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 2 (from the date stated for receipt of tender)

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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**

See ITT and related documentation

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

[https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=228047](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=228047).

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.mytenders.co.uk/sitehelp/help\\_guides.aspx](https://www.mytenders.co.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.

(MT Ref:228047)

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

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

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>