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Tender

Holy Cross Catholic High School ~ IT & Network Services Tender

Holy Cross Catholic High School

F02: Contract notice

Notice identifier: 2022/S 000-033323

Procurement identifier (OCID): ocds-h6vhtk-0387eb

Published 24 November 2022, 10:05am

Section I: Contracting authority

I.1) Name and addresses

Holy Cross Catholic High School

Myles Standish Way, Chorley

Lancashire

PR7 3LS

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

Region code

UKD4 - Lancashire

Internet address(es)

Main address

<https://www.holycross.lancs.sch.uk/>

I.3) Communication

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

<https://litmustms.co.uk/respond/V3467E8XC8>

Additional information can be obtained from the above-mentioned address

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Holy Cross Catholic High School ~ IT & Network Services Tender

II.1.2) Main CPV code

- 72700000 - Computer network services

II.1.3) Type of contract

Services

II.1.4) Short description

The successful Supplier will be required to provide IT & Network services for Holy Cross Catholic High School.

II.1.5) Estimated total value

Value excluding VAT: £350,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKD4 - Lancashire

Main site or place of performance

Lancashire

II.2.4) Description of the procurement

The selected service provider shall be:

- Fully conversant with evolving legislation regarding the provision of IT & Network Services in a Secondary School environment
- Required to evidence their Quality Assurance and Security Systems
- Required to evidence their proposed Key Performance Indicator measures for the contract
- Required to periodically present performance reporting and systems development recommendations to Governors and Senior Staff
- Qualified to provide advice and support School IT & Network Services Hardware & Software Procurement activities
- Experienced in Network design in a Secondary School environment
- Required to support all current and future School systems
- Experienced in managing Cloud Based Solutions in a Secondary School environment
- Expected to support the interface and management of all Telephony and CCTV Systems

The contract will provide onsite support, including maintenance, currently on-site via the Network Manager for five half days and two full-time agency Support Technicians located in school 5 days a week 52 weeks of the year, with offsite helpdesk support. The School is receptive to proposals of alternative support models. It is not anticipated that TUPE will apply as there will be no contracted staff at the point of the new contract commencing.

Comprehensive off-site system support is required 24 hours a day, 7 days a week, and 365 days a year.

Maintenance and System Development activities shall be undertaken outside the 190 academic term-time days to minimise any disruption to pupil education and teaching activities.

The contract will commence on 1 August 2023 for an initial period of three years, ending 31 July 2026 with the opportunity to extend for a further period of up to two years at the discretion of the governing body.

The contract will provide Technical Management and on-site technicians, to the School's ICT Infrastructure, including:

- Full server support and monitoring
- Fully Managed Helpdesk with Remote Support
- Full workstation support, software support, hardware support and repairs
- Staff and Student Network & email accounts and access setup and management.
- Proactive contract management to ensure best value for money across all areas of management systems and utilities.
- 24/7/365 network monitoring with call out and emergency 24/7/365 contact
- LCC Netsweeper

See SQ Document for further information.

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: £350,000

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

Start date

1 August 2023

End date

31 July 2028

This contract is subject to renewal

No

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

Envisaged minimum number: 5

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

II.2.10) Information about variants

Variants will be accepted: Yes

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

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

13 January 2023

Local time

12:00pm

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

27 February 2023

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

It will be the supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this contract notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://litmustms.co.uk/tenders/UK-UK-Lancashire:-Computer-network-services./V3467E8XC8>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/V3467E8XC8>

GO Reference: GO-20221124-PRO-21554144

VI.4) Procedures for review

VI.4.1) Review body

Holy Cross Catholic High School

Lancashire

Country

United Kingdom