

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/036923-2023>

Tender

## **DoF CPD – Provision of AutoDesk Licence Subscriptions, Support and Training 2024-27**

Department of Finance, Construction and Procurement Delivery

F02: Contract notice

Notice identifier: 2023/S 000-036923

Procurement identifier (OCID): ocids-h6vhtk-0425f0

Published 15 December 2023, 11:19am

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

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

Department of Finance, Construction and Procurement Delivery

303 Airport Road West

BELFAST

BT3 9ED

#### **Contact**

ssdadmin.cpdfinance-ni.gov.uk

#### **Email**

[ssdadmin.cpd@finance-ni.gov.uk](mailto:ssdadmin.cpd@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

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

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://etendersni.gov.uk/epps>

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

Body governed by public law

**I.5) Main activity**

General public services

---

## **Section II: Object**

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

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

DoF CPD – Provision of AutoDesk Licence Subscriptions, Support and Training 2024-27

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

- 72212321 - Computer-aided design (CAD) software development services

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

Services

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

Construction and Procurement Delivery (CPD) is a business area within the Department of Finance for Northern Ireland (DoF). DoF-CPD is a long term user of Computer Aided Design (CAD) applications in general and in the Autodesk range of construction related applications in particular. CPD's current contract for this requirement ends 3 February 2024. CPD's current specific requirements can be summarised below. • Renewal of existing subscriptions for a number of Autodesk applications • Ad-Hoc Autodesk Training and Support services (outside of substantial software changes or upgrades), typically days training are not expected to exceed 10 per annum – typically support days are not expected to exceed 10 per annum, it is not unusual for zero days for either to be requested per annum) (these figures are provided solely as a high-level indication of potential scale).

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

Value excluding VAT: £297,975

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

This contract is divided into lots: No

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

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

- 72212321 - Computer-aided design (CAD) software development services

- 72200000 - Software programming and consultancy services

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

NUTS codes

- UKN0 - Northern Ireland

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

Construction and Procurement Delivery (CPD) is a business area within the Department of Finance for Northern Ireland (DoF). DoF-CPD is a long term user of Computer Aided Design (CAD) applications in general and in the Autodesk range of construction related applications in particular. CPD's current contract for this requirement ends 3 February 2024. CPD's current specific requirements can be summarised below.

- Renewal of existing subscriptions for a number of Autodesk applications
- Ad-Hoc Autodesk Training and Support services (outside of substantial software changes or upgrades), typically days training are not expected to exceed 10 per annum – typically support days are not expected to exceed 10 per annum, it is not unusual for zero days for either to be requested per annum) (these figures are provided solely as a high-level indication of potential scale).

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

Quality criterion - Name: Qualitative Award Criteria / Weighting: 15

Cost criterion - Name: Quantitative Award Criteria / Weighting: 85

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

Value excluding VAT: £297,975

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

Duration in months

36

This contract is subject to renewal

No

### **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.1.3) 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

18 January 2024

Local time

3:00pm

#### **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**

Tender must be valid until: 17 April 2024

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

Date

18 January 2024

Local time

3:30pm

Information about authorised persons and opening procedure

Construction and Procurement Delivery authorised representatives

---

## **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**

The figure indicated in Section II 1.5 represents an estimated contract value. This value reflects the potential scale of the contract, however, neither CPD nor the Authority can provide any guarantee as to the level of business under this contract. The Contracting Authority does not bind itself to accept the lowest or any tender. Economic Operators remain responsible for all costs and expenses incurred by them or by any third party acting under instructions from the Economic Operator in connection with taking part in this procurement process regardless of whether such costs arise as a consequence, directly or indirectly of any amendments made to the procurement documents by the Contracting Authority at any time. No legally binding contract shall arise (and an Economic Operator shall have no legitimate expectation that a contract will be entered into) until such time as entry into the Contract has been confirmed by the Contracting Authority. Economic Operators should note that all dates, time periods and figures in relation to values and volumes specified in this notice and the procurement documents are approximate only and the Contracting Authority reserves the right to change any or all of them. The successful contractor's performance on the contract will be regularly monitored.

Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a Notice of Unsatisfactory Performance and the contract may be terminated. The issue of a Notice of unsatisfactory Performance will result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of twelve months from the date of issue of the Notice..

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

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

The UK does not have any special review body with responsibility for appeal/mediation procedures in public procurement competitions. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended

United Kingdom

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The Contracting Authority will comply with the requirements of the Public Contracts Regulations 2015 (as amended) and, where applicable, will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to all Economic Operators. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.