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Planning

Scottish Government - Correspondence Management System

Scottish Government

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-037778

Procurement identifier (OCID): ocds-h6vhtk-04bde6

Published 22 November 2024, 10:48am

Section I: Contracting authority

I.1) Name and addresses

Scottish Government

Victoria Quay

Edinburgh

EH6 6QQ

Contact

Michael Brydon

Email

michael.brydon@gov.scot

Telephone

+44 1312443619

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.scotland.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Scottish Government - Correspondence Management System

Reference number

664929

II.1.2) Main CPV code

- 72212311 - Document management software development services

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Government (SG) receives and processes correspondence submitted through various channels. Correspondence we receive can be categorised as one of five key types:

-Complaints

-Ministerial Correspondence

-General Correspondence

-Freedom of Information (FOI)/Environmental Information Regulation (EIR) Requests, Reviews and Appeals

-Parliamentary Questions (PQ's)

The SG intends to replace the systems that currently support the above correspondence types with a Software as a Service (SaaS) solution

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)

- 72212311 - Document management software development services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Edinburgh and Glasgow

II.2.4) Description of the procurement

The Scottish Government (SG) receives and processes correspondence submitted through various channels.

The SG intends to replace the current correspondence system with a Software as a Service (SaaS) solution. We are anticipating 3,000 – 4,000 Scottish Government staffs will receive and process 50,000 – 70,000 cases per year on the new SaaS solution.

II.3) Estimated date of publication of contract notice

31 January 2025

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

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=783997.

(SC Ref:783997)