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Tender

Electoral Management Software

Oxford City Council

F02: Contract notice

Notice identifier: 2024/S 000-038620

Procurement identifier (OCID): ocds-h6vhtk-04c131

Published 29 November 2024, 2:29pm

Section I: Contracting authority

I.1) Name and addresses

Oxford City Council

X1 1BXO

Oxford Town Hall, St Aldate's

X1 1BXO

Contact

Ola Oyebamiji

Email

ooyebamiji@oxford.gov.uk

Country

United Kingdom

NUTS code

UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

Internet address(es)

Main address

www.oxford.gov.uk

I.3) Communication

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

https://in-tendhost.co.uk/oxfordcc

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

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Electoral Management Software

Reference number

OCC000585

II.1.2) Main CPV code

- 48100000 - Industry specific software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

An electoral management software system. The service is for the provision of software in order to run elections and electoral registration within legislation and good practice. Oxford City Council is the democratically elected body for Oxford with 48 Councillors. The Council is committed to providing accountability and effectiveness of its service delivery through its scrutiny, audit and area committees.The Council is a District Council, with responsibilities for running local planning, housing, environmental health, electoral registration, waste collection, leisure and parks services, markets and fairs, tourism and cemeteries for the city of Oxford.In partnership with other public, private, and voluntary agencies the Council provides a wide range of services for approximately 140,818 residents and approximately 55,238 households spread over 24 wards. (Figures as of 2021 Census).

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48100000 - Industry specific software package

- 48000000 - Software package and information systems

II.2.3) Place of performance

NUTS codes

- UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

II.2.4) Description of the procurement

This Contract is for the provision of software in order to run elections and electoral registration within legislation and good practice.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to renew for 24 months

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Bidders responding to this opportunity should carefully consider how their response can align with the Council's corporate priorities (2024 – 2028):• Good, affordable homes• Strong, fair economy• Thriving communities• Zero carbon Oxford• A well-run CouncilAs a minimum, we expect Bidders to respond with market leading pricing structures which reflect the scope of the commercial opportunities we offer. Additionally, where there is an opportunity for a sustainable solution, Bidders are strongly encouraged to offer such solutions, where permitted within the scope of the specification. The principal aim of the tender process is to appoint a single Bidder to the Council who will deliver both financial and efficiency benefits.

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

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

6 January 2025

Local time

12:00pm

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: 7 March 2025

IV.2.7) Conditions for opening of tenders

Date

6 January 2025

Local time

12:00pm

Place

https://in-tendhost.co.uk/oxfordcc

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Please see tender documents

VI.4) Procedures for review

VI.4.1) Review body

high court

london

wc2a 2ll

Email

RCJ.DCO@justice.gov.uk

Telephone

+44 2079476000

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

N/A