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Tender

Serials Subscription Agent

The Corporate Officer of the House of Commons and The Corporate Officer of the House of Lords (acting jointly)

F02: Contract notice

Notice identifier: 2024/S 000-040607

Procurement identifier (OCID): ocds-h6vhtk-04c8c0

Published 17 December 2024, 2:12pm

Section I: Contracting authority

I.1) Name and addresses

The Corporate Officer of the House of Commons and The Corporate Officer of the House of Lords (acting jointly)

Parliament Square

LONDON

SW1A 0AA

Contact

Emily James

Email

pcd@parliament.uk

Country

United Kingdom

Region code

UKI32 - Westminster

National registration number

210715608

Internet address(es)

Main address

<https://www.parliament.uk/>

Buyer's address

<https://www.parliament.uk/>

I.3) Communication

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

<https://atamis-ukparliament.my.site.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://atamis-ukparliament.my.site.com/s/Welcome>

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

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Serials Subscription Agent

Reference number

GSV2686

II.1.2) Main CPV code

- 79980000 - Subscription services

II.1.3) Type of contract

Services

II.1.4) Short description

The Authority is seeking to procure a Supplier to manage the provision of serials subscriptions and journals subscriptions to the libraries of both the House of Commons and the House of Lords, which have a requirement for delivery of print and electronic periodicals, journals, and magazines. The Authority currently subscribes to over 300 print and electronic journal titles.

II.1.5) Estimated total value

Value excluding VAT: £1,001,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI32 - Westminster

Main site or place of performance

Westminster

II.2.4) Description of the procurement

The Corporate Officer of the House of Commons and The Corporate Officer of the House of Lords (acting jointly) invite tenders from suitable organisations who wish to tender for a single supplier contract for a Serials Subscription Agent to manage the provision of serials subscriptions and journals subscriptions to the libraries of both the House of Commons and the House of Lords, which have a requirement for delivery of print and electronic periodicals, journals, and magazines. The contract will commence on 14th April 2025 and will be for a period of 3 years with the option to extend for a further 2 years on the following basis: 3+1+1.

The full requirements are set out within the procurement documents which are downloadable free of charge from Atamis: <https://atamis-ukparliament.my.site.com/s/Welcome>

If your organisation is not already registered on the UK Parliament Atamis portal, please use the URL above and click on the 'Register here' button, registration is free. Guidance on how to register is available via a link beneath the registration button. Once logged in, click on 'Find opportunities' and follow the on-screen instructions. Supplier guidance and support is available once logged in. To ensure you receive email notifications from our system, please add the email domain 'notifications@atamis.co.uk' to your Safe Senders list. The portal does not currently have the ability to generate alerts to registered suppliers when a new opportunity is published, therefore suppliers are encouraged to register as a supplier and subscribe to the notification service available in both Find a Tender and Contracts Finder to ensure they are notified immediately after publication of any new opportunities.

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: £1,001,000

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.1.2) 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: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

15 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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

12 September 2024

Local time

9:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

The High Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<http://judiciary.uk/highcourt>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The contracting authority will operate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers.