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Tender

## **The FitzWimarc School ~ IT & Networks Services Tender**

The FitzWimarc School

F02: Contract notice

Notice identifier: 2024/S 000-040864

Procurement identifier (OCID): ocids-h6vhtk-04c95a

Published 18 December 2024, 7:05pm

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

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

The FitzWimarc School

The FitzWimarc School, Hockley Road

Rayleigh

SS6 8EB

#### **Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **Region code**

UKH3 - Essex

**Internet address(es)**

Main address

<https://www.fitzwimarc.com/>

**I.3) Communication**

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

<https://litmustms.co.uk/respond/5FDFGYZ3C2>

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

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**Section II: Object**

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

**II.1.1) Title**

The FitzWimarc School ~ IT & Networks 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 & Networks services for The FitzWimarc School.

The FitzWimarc School is a mixed comprehensive of 1794 pupils and circa 231 teaching and support staff. It has served the town of Rayleigh for 90 years and has a long tradition of excellence in education. The school has consistently achieved examination results that have been well above national averages.

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

Value excluding VAT: £620,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKH3 - Essex

Main site or place of performance

Essex

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

The successful Supplier will be required to provide IT & Networks services for The FitzWimarc School.

The FitzWimarc School is a mixed comprehensive of 1794 pupils and circa 231 teaching and support staff. It has served the town of Rayleigh for 90 years and has a long tradition of excellence in education. The school has consistently achieved examination results that have been well above national averages.

The School is within scope of the Department for Education School Rebuilding Programme and this transition shall take place within the period of this contract.

The School is looking for an IT service partner that can not only manage and support the IT network, both currently and in the future, but that also add value through proactive recommendations and enhancements that will support The FitzWimarc School's strategy and growth. The aim is to support and enhance the current IT provision in school, both for

academic and administrative purposes. Proven expertise in the proactive development of IT Systems in an Educational Environment is essential.

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
- Qualified to provide advice and support School IT & Network Services Hardware & Software Procurement activities
- Experienced in Network design in a Secondary School environment

The contract will provide onsite support, including maintenance, via the on-site technician and apprentice, located in school 5 days a week 52 weeks of the year.

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 out with the 190 academic term-time days to minimise any disruption to pupil education and teaching activities.

The contract will commence on 1 August 2025 for an initial period of three years, ending 31 July 2028, 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 Schools ICT Infrastructure, including:

- Full server support and monitoring
- Fully Managed Helpdesk with Remote Support
- Full workstation support, software support, hardware support and repairs

- Staff, Governor's and Student email accounts and access setup and management.
- Proactive contract management to ensure best value for money across all areas of management systems and utilities.
- MIS Support (including amongst other things Finance, CCTV and cashless catering systems)
- 24/7/365 network monitoring with call out and emergency 24/7/365 contact

The contract will be monitored by Senior School Representatives.

After the initial consultation and evaluation by the new contractor, regular fortnightly meetings will be held with the on-site technician to discuss day to day issues and actions taken and scheduled.

TUPE will apply with regard to the (52-week contract) IT Technician and apprentice currently employed for the provision of network services

It is anticipated that the service provider will be available to train and coach staff, where needed, in the use of new hardware / software as it is introduced. There may be occasions where the technician is required to provide support in ICT classes. This will be planned and added in to the work schedule.

The projected cost of Network Services, including employment costs, for the current year is circa £124K

See SQ Document for more 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: £620,000

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

Start date

1 August 2025

End date

31 July 2030

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

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## **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

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## **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

24 January 2025

Local time

12:00pm

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

3 March 2025

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

English

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## **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 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-Rayleigh:-Computer-network-services./5FDFGYZ3C2>

To respond to this opportunity, please click here:



<https://litmustms.co.uk/respond/5FDFGYZ3C2>

GO Reference: GO-20241218-PRO-28934336

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

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

The FitzWimarc School

The FitzWimarc School, Hockley Road

Rayleigh

SS6 8EB

Country

United Kingdom