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Tender

Collection Management Systems (CMS and DAMS) PSQ

The Wallace Collection

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-052663

Procurement identifier (OCID): ocds-h6vhtk-0590f5

Published 1 September 2025, 9:35am

Scope

Description

The Wallace Collection is looking to replace its existing Collection Management System (CMS) with a new Spectrum compliant CMS and at the same time introduce a Digital Asset Management System (DAMS).

The current CMS is coming to end of life in August 2026 and so we need to have this in place by then. This system will be used to manage the main accessioned collection of the museum along with associated other collections, archives and potentially library management.

We are looking for a supplier or suppliers to provide these new systems, either as separate integrated solutions, or a single CMS/DAMS. This is set out in the lots structure and the PSQ document.

The procurement is in two parts, an initial PSQ followed by an ITT from a shortlist of suppliers.

Total value (estimated)

- £320,000 excluding VAT
- £384,000 including VAT

Above the relevant threshold

Main procurement category

Services

Not the same for all lots

CPV classifications and contract dates are shown in Lot sections, because they are not the same for all lots.

Lot 1. Collection Management System (CMS)

Description

Lot 1 is for the replacement Collection Management System. Suppliers will be asked to support the migration from the old system to their own system, carry out configuration and development where required to meet our requirements and support the testing and go live.

The supplier will also be expected to support and maintain the system and also provide hosting for the lifetime of the contract

Lot value (estimated)

- £200,000 excluding VAT
- £240,000 including VAT

Contract dates (estimated)

- 1 January 2026 to 31 December 2028
- Possible extension to 31 December 2030
- 5 years

Description of possible extension:

We would envisage a rolling contract for hosting, support and maintenance

CPV classifications

- 48100000 - Industry specific software package
 - 48613000 - Electronic data management (EDM)
 - 72263000 - Software implementation services
-

Lot 2. Digital Asset Management System (DAMS)

Description

The Digital Management System will be used to store all images related to objects and other artifacts in our care

There are currently around 5TB of images which will need to be transferred with an expected growth to around 8 to 10TB in the next 5 years

As well as image manipulation and management, the system must be able to be

integrated with the Collection Management so users are able to view both the record and image simultaneously

Lot value (estimated)

- £120,000 excluding VAT
- £144,000 including VAT

Contract dates (estimated)

- 1 January 2026 to 31 December 2028
- Possible extension to 31 December 2030
- 5 years

Description of possible extension:

Rolling hosting, support and maintenance contract

CPV classifications

- 48328000 - Image-processing software package
- 48329000 - Imaging and archiving system
- 72000000 - IT services: consulting, software development, Internet and support

Participation

Particular suitability

Lot 1. Collection Management System (CMS)

Lot 2. Digital Asset Management System (DAMS)

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

16 September 2025, 1:00pm

Submission type

Requests to participate

Deadline for requests to participate

26 September 2025, 5:00pm

Submission address and any special instructions

All submissions must be sent through the MyTenders portal. Anything sent directly will not be accepted.

<https://www.mytenders.co.uk/>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

13 October 2025

Award criteria

Lot 1. Collection Management System (CMS)

Name	Description	Type	Weighting
Functional/Technical Fit of solution		Quality	35.00%
Company profile		Quality	35.00%
Commercial model and indicative costs	This includes combined solution synergies if relevant	Quality	30.00%

Lot 2. Digital Asset Management System (DAMS)

Name	Type	Weighting
Functional/Technical Fit of solution	Quality	35.00%
Company profile	Quality	35.00%
Pricing model and indicative pricing	Quality	30.00%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

There is a two stage process as set out in the Procurement Specific Questionnaire (PSQ) Document.

1) PSQ which is open to all suppliers. Responses to this will be scored by a panel of stakeholders and based on this a short list of suppliers will be invited to stage 2

2) ITT , the exact format of this will be determined by the responses in round 1, but will likely involve a more detailed set of requirements, a presentation and demo.

Award criteria listed below will be used to shortlist the suppliers taken through to the ITT stage. The criteria will then be amended and specified further in the ITT documentation

Documents

Associated tender documents

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload

[d.aspx?id=610180](#)

This document sets out the Procurement process, background, highlevel requirements and how the submissions will be evaluated.

This document must be read in order to fill out the response documents

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=610181

Company information - supplier response spreadsheet

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=610182

Solution information - supplier response spreadsheet

Contracting authority

The Wallace Collection

- Public Procurement Organisation Number: PNZX-4797-NLJW

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Email: procurement@wallacecollection.org

Website: <https://www.wallacecollection.org/>

Region: UKI32 - Westminster

Organisation type: Public authority - central government