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Planning

## **PRE MARKET ENGAGEMENT FOR TENDER FOR THE DIGITISATION AND DISPOSAL OF PLANNING RECORDS REF: 2526 TNR RP 003 Pre Market Engagement\*\*\***

Fermanagh and Omagh District Council

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-059215

Procurement identifier (OCID): ocds-h6vhtk-059c7e

Published 24 September 2025, 12:15pm

### **Changes to notice**

This notice has been edited. The [previous version](#) is still available.

### **Scope**

### **Reference**

2526 TNR RP 003

## Description

### \*\*\*PRE-MARKET ENGAGEMENT EXERCISE\*\*\*

PLEASE NOTE: The Pre-Market Engagement Questionnaire can be accessed in the Cft Documents area.

Fermanagh and Omagh District Council (FODC) is currently considering whether to initiate a procurement process to establish a contract with a Supplier to digitise and dispose of records. This would establish a contract with a supplier to collect, prepare, digitise and index hard copy planning records and safely dispose of the physical copies. This Pre Market Engagement exercise will also inform the Council of the availability of Frameworks when determining the final Procurement process. The Council is also wishing to explore a potential option for online access to the final digitised records for the public, which will generate revenue and overall enhance operational efficiencies, including cost reductions and ensuring the long-term integrity of historical records. The broad scope of the project is outlined in more detail in the Attached Questionnaire. Before commencing the procurement process, FODC is undertaking pre-market research and seeks to assess;

- the level of market interest in participating,
- the potential options available in the market, and
- in particular the potential to make use of emerging technologies, including AI.

No part of this process should be read as generating an expectation in relation to any future procurement process for this project.

This market engagement exercise does not guarantee the commencement of a commercial competition resulting in monetary income or future outlay.

\*\*PLEASE NOTE: ALL COMPLETED QUESTIONNAIRES MUST BE SUBMITTED VIA THE eTendersNI Portal.\*\*

Respondees are not required to wait until the closing date to submit a response.

PME QUESTIONNAIRE RESPONSES MAY BE SUBMITTED VIA THE ETENDERSNI CFT MESSAGING FACILITY AT ANY TIME UP TO Mid-Day 12:00 on 7th October 2025

## Total value (estimated)

- £250,000 excluding VAT
- £300,000 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 15 May 2026 to 14 May 2027
- Possible extension to 14 May 2028
- 2 years

### **Main procurement category**

Services

### **CPV classifications**

- 48310000 - Document creation software package
- 48311000 - Document management software package
- 79999100 - Scanning services
- 72130000 - Computer-site planning consultancy services
- 72500000 - Computer-related services
- 72510000 - Computer-related management services
- 79996100 - Records management
- 79990000 - Miscellaneous business-related services
- 79995100 - Archiving services

### **Contract locations**

- UKN0 - Northern Ireland

## **Engagement**

### **Engagement deadline**

7 October 2025

### **Engagement process description**

#### **\*\*\*PRE-MARKET ENGAGEMENT EXERCISE\*\*\***

PLEASE NOTE: The Pre-Market Engagement Questionnaire can be accessed in the Cft Documents area. Fermanagh and Omagh District Council (FODC) is currently considering whether to initiate a procurement process to establish a contract with a Supplier to digitise and dispose of Planning records.

This would establish a contract with a supplier to collect, prepare, digitise and index hard copy planning records and safely dispose of the physical copies.

This Pre Market Engagement exercise will also inform the Council of the availability of Frameworks when determining the final Procurement process.

The Council is also wishing to explore a potential option for online access to the final digitised records for the public, which will generate revenue and overall enhance operational efficiencies, including cost reductions and ensuring the long-term integrity of historical records. The broad scope of the project is outlined in more detail in the PME Questionnaire.

Before commencing the procurement process, FODC is undertaking pre-market research and seeks to assess; • the level of market interest in participating, • the potential options available in the market, and • in particular the potential to make use of emerging technologies, including AI.

No part of this process should be read as generating an expectation in relation to any future procurement process for this project. This market engagement exercise does not guarantee the commencement of a commercial competition resulting in monetary income or future outlay.

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## Submission

### Publication date of tender notice (estimated)

9 March 2026

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## Contracting authority

### Fermanagh and Omagh District Council

- Public Procurement Organisation Number: PJCN-3856-DJJN

Townhall, 2 Townhall Street

Enniskillen

BT74 7BA

United Kingdom

Contact name: Nuala Conlan, Procurement Manager

Email: [tenders@fermanaghomagh.com](mailto:tenders@fermanaghomagh.com)

Website: <https://www.fermanaghomagham.com/>

Region: UKN0G - Fermanagh and Omagh

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Northern Ireland