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Tender

Provision of Archival Environmental Monitoring Solution

National Records of Scotland

F02: Contract notice

Notice identifier: 2025/S 000-068812

Procurement identifier (OCID): ocds-h6vhtk-058a90

Published 28 October 2025, 9:59am

Section I: Contracting authority

I.1) Name and addresses

National Records of Scotland

General Register House, 3 Princes Street

Edinburgh

EH1 3YY

Contact

Leanne Gourlay

Email

leanne.gourlay@nrscotland.gov.uk

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.nrscotland.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00474

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Archival Environmental Monitoring Solution

Reference number

NRS-25-17-C

II.1.2) Main CPV code

- 90711500 - Environmental monitoring other than for construction

II.1.3) Type of contract

Services

II.1.4) Short description

NRS has a requirement to place a contract with an external service provider for the provision of an Archive Environmental Monitoring Solution that is critical to monitoring the physical environment of its storage and display areas. This will include provision, installation and maintenance of sensors and data loggers, helpdesk support, training, UK data storage and access to an online portal for data analysis and reporting.

II.1.5) Estimated total value

Value excluding VAT: £350,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90711500 - Environmental monitoring other than for construction

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh - 4 NRS sites

II.2.4) Description of the procurement

NRS has a requirement to place a contract with an external service provider for the provision of an Archive Environmental Monitoring Solution that is critical to maintaining

and monitoring the physical environment. This shall include provision, installation and maintenance of sensors and dataloggers, helpdesk functionality, UK data storage and access to an online portal for data analysis and reporting.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend the contract by an additional 2 x 12 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

The selection criteria will be included in the SPD module.

III.1.2) Economic and financial standing

List and brief description of selection criteria

The selection criteria are included in the SPD module.

III.1.3) Technical and professional ability

List and brief description of selection criteria

The selection criteria are included in the SPD module.

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.2.1) Previous publication concerning this procedure

Notice number: [2025/S 000-049848](#)

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

Date

1 December 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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

1 December 2025

Local time

12:00pm

Place

online

Information about authorised persons and opening procedure

Leanne Gourlay - electronic tender opening

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=813172.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community Benefits are not a mandatory requirement of this contract. However if the tenderer wishes to deliver community benefits then these will be agreed at contract award and monitored throughout the contract. Please note that community benefits are not evaluated in the tender.

(SC Ref:813172)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=813172

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom

Internet address

<https://scotscourts.gov.uk/the-courts/court-locations/edinburgh-sheriff-court-and-justice-of-the-peace-cour>