

**INVITATION TO TENDER (STAGE 1) – FIND CASE LAW PUBLIC BETA DEVELOPMENT**

**CPV CODE – 72222300 – INFORMATION TECHNOLOGY SERVICES**

**COMPETITIVE FLEXIBLE PROCEDURE**

**CLOSING DATE FOR ‘STAGE 1’ TENDER SUBMISSIONS – 5PM, 29 SEPTEMBER 2025**

**BACKGROUND**

1.1 The National Archives (TNA) is the official archive and publisher for the UK government, and for England and Wales. Its role is to collect and secure the future of the government record, both digital and physical, to preserve it for generations to come, and to make it as accessible and available as possible. It is based in Kew, South West London. More information on TNA can be found at [www.nationalarchives.gov.uk](http://www.nationalarchives.gov.uk)

**OBJECTIVE**

2.1 The objective of this procurement process is to source a delivery partner who will work with us in developing further the public beta of the [Find Case Law](https://caselaw.nationalarchives.gov.uk/) service.

2.2 The aim of the Find Case Law service (FCL) Is to permanently archive, publish and enable the re-use of court and tribunal judgments as data for everyone.   FCL is an information service.

2.3 FCL follows an iterative Agile development approach. All service enhancements are planned and implemented in response to evidenced user need.  Over the course of the proposed contract period, we anticipate making improvements to all aspects of the service including: our Homepage and support pages including our licence application journey, our search, browse and notifications functionality and our API and data re-use offer.

2.4 We also need to improve our editorial interface and our underlying data model and infrastructure to allow us to widen the scope of what we publish without effecting our existing users and service offer.

2.5 We expect that additional, yet to be determined, improvements will also be needed and which will emerge from user research and stakeholder engagement.

2.6 We intend to award a contract for an initial period of 2 years, with one extension option of up to 12 months. We anticipate that the maximum expenditure over the duration of the contract period (including any extension options) will be £3.45m including VAT (i.e. an average maximum expenditure of £1.15m per year).

**THE REQUIREMENT**

3.1 Bidders must be able to demonstrate experience in each of the following areas:

* Strong experience of development in Python;
* Demonstrable experience of using modern development approaches including Agile and Test-Driven development, and source control tools such as Git;
* In depth understanding of data structures, common data formats (including JSON, XML and RDF) and algorithms for data manipulation and traversal.
* Strong skills in the fundamental frontend technologies - HTML, CSS (including pre-processors such as SASS) and JavaScript to create clean code that is open by default and easy for others to reuse.
* Experience coding clear, usable, accessible digital interfaces that work across a range of devices and browsers, which meet WCAG 2.1 at level AA, following the principle of progressive enhancement.
* AWS infrastructure and security expertise, including:
  + Knowledge and experience of cloud computing principles, services and design patterns and the use of infrastructure-as-code.
  + Experience of good practice in cybersecurity, with knowledge of common vulnerabilities and how to prevent them. Experience of designing security improvements and embedding security controls as a core part of chosen solutions.
* User-centred design expertise, with a focus on writing accessible copy and creating user-centred digital content and interactions, across complex user journeys.
* Compliance with the following standards:
  + Government Service Standard
  + Technology Code of Practice
  + WCAG 2.1
  + ISO/IEC 27001
  + LegalDocML

**ADDITIONAL INFORMATION FOR BIDDERS**

4.1 The appointed Supplier must comply with TNA’s site security requirements and physical access arrangements for access to the Kew site when carrying out any on-site work.

4.2 TNA recognises the benefits of innovative solutions in meeting its objectives and bidders are therefore encouraged to demonstrate their commitment to deliver innovation within their tender responses.

**SOCIAL VALUE**

5.1 TNA has identified that the Outcome 4 specified in the [Social Value Model](https://assets.publishing.service.gov.uk/media/67ae1529e270ceae39f9e1a0/2025-02-11_PPN_002_The_social_value_model.docx.pdf) - *Sustainable procurement practices: reducing carbon footprints, minimising waste, and promoting the use of clean energy and green technologies* – is applicable to this contract, and we therefore require bidders to demonstrate how they will deliver additional environmental benefits in the performance of the contract, with a specific focus on collaborative ways of working with the supply chain, including working towards net zero carbon emissions and use of clean energy and green technologies.

**HOW TO RESPOND**

6.1 Please submit your ‘Stage 1’ tender response to procurement@nationalarchives.gov.uk by 5pm on 29 September 2025. If you have any clarification questions, please submit these to procurement@nationalarchives.gov.uk by 5pm on 12 September 2025.

6.2 Your ‘Stage 1’ tender submission must comprise the following:

* *A comprehensive description of your practical experience in the subject areas specified in para 3.1 of this ITT document. It is for bidders to determine what format their response should take so as to describe this experience in a clear, comprehensive and unambiguous fashion.*
* *The relevant skills, experience and qualifications of the proposed key staff who would be involved in the delivery of the contract.*
* *What sub-contracting arrangements (if any) you would put in place;*

6.3 Your ‘Stage 1’ tender submission must also include a description of how, in the delivery of the contract, you would meet the Social Value objectives described in para 5.1 of this ITT document. This response should be no more than 750 words in length and should describe how you will achieve the objectives, plus a description of how you plan to monitor, measure and report on the associated impacts.

**PROCUREMENT PROCESS**

7.1 ‘Stage 1’ Tender submissions will be evaluated applying the criteria specified in paras 8.1 to 8.3 of this document.

7.2 Once all of those submissions have been evaluated, the top-five-ranked bidders will be issued with a ‘Stage 2’ ITT document and invited to submit a ‘Stage 2’ Tender response.

7.3 A contract award decision will be made by scoring the ‘Stage 2’ Tender responses against the criteria specified in para 8.4 of this document.

**EVALUATION CRITERIA**

8.1 ‘Stage 1’ Tender submissions will be evaluated as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Maximum**  **Available**  **Unweighted Score** | **Weighting** | **Maximum**  **Available**  **Weighted Score** |
| **Quality** (Response to para 6.2 of this ITT document) | 10 | 8 | 80 |
| **Social Value**  (Response to para 6.3 of this  ITT document) | 4 | 5 | 20 |
| **Total** |  |  | **100** |

8.2 The criteria used to evaluate the Quality category at ‘Stage 1’ will be as follows:

|  |  |
| --- | --- |
| **10**  **Points** | * Bidder has provided a response that addresses all parts of the requirement * Bidder has provided evidence to support all elements of their response * The evidence supplied is convincing and highly relevant to the requirement * Bidder’s response is clear and easy to understand * Where relevant, Bidder has demonstrated a high level of capability to deliver new and innovative service approaches |
| **7 Points** | * Bidder has provided a response that addresses all parts of the requirement * Bidder has provided evidence to support most elements of their response * The evidence supplied is good and relevant to the requirement * Bidder’s response is clear and easy to understand * Where relevant, Bidder has demonstrated some level of capability to deliver new and innovative service approaches |
| **4 Points** | * Bidder has provided a response that addresses some parts of the requirement * Bidder has provided evidence to support some elements of their response, but not all * The evidence supplied has limited relevance to the requirement * Bidder’s response is not always clear and easy to understand * Where relevant, Bidder has demonstrated limited capability to deliver new and innovative service approaches |
| **1 Point** | * Bidder has provided a response that fails to address most parts of the requirement * Bidder has provided little or no evidence to support most elements of their response * The evidence supplied is very weak and has very limited relevance to the requirement * Bidder’s response is not always clear and easy to understand * Where relevant, Bidder has demonstrated little or no capability to deliver new and innovative service approaches |

8.3 The criteria used to evaluate the Social Value category at ‘Stage 1’ will be as follows:

|  |  |
| --- | --- |
| **4**  **Points** | The response addresses **all** of the below:   * A specific, measurable and time-bound commitment; * A description of how the commitment relates to the stated Social Value outcome; * A description of the metrics you will use to measure your performance against the commitment; * A description of how you will collaborate with TNA to deliver the stated Social Value outcome. |
| **2 Points** | The response addresses only **some** of the below:   * A specific, measurable and time-bound commitment; * A description of how the commitment relates to the stated Social Value outcome; * A description of the metrics you will use to measure your performance against the commitment; * A description of how you will collaborate with TNA to deliver the stated Social Value outcome. |
| **0 Points** | The response addresses **none** of the below:   * A specific, measurable and time-bound commitment; * A description of how the commitment relates to the stated Social Value outcome; * A description of the metrics you will use to measure your performance against the commitment; * A description of how you will collaborate with TNA to deliver the stated Social Value outcome. |

8.4 The criteria used to evaluate ‘Stage 2’ Tender submissions will be as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Maximum**  **Available**  **Unweighted Score** | **Weighting** | **Maximum**  **Available**  **Weighted Score** |
| **Quality** | 10 | 6 | 60 |
| **Price** | 10 | 3 | 30 |
| **Social Value** | 4 | 2.5 | 10 |
| **Total** |  |  | **100** |

**CONTRACT TERMS**

9.1 The Mid-Tier Contract terms published at [The Mid-Tier Contract - Core Terms - GOV.UK](https://www.gov.uk/government/publications/the-mid-tier-contract-core-terms) shall apply to this contract.

**PROCUREMENT TIMETABLE**

|  |  |
| --- | --- |
| **Publication of Tender Notice** | 29 August 2025 |
| **Deadline for Submission of Clarification Questions** | 5pm, 12 September 2025 |
| **Deadline for Receipt of ‘Stage 1’ Tender Submissions** | 5pm, 29 September 2025 |
| **‘Stage 2’ Tender Submissions Evaluated and Top Five Ranked Bidders Identified** | w/c 06 October 2025 |
| **‘Stage 2’ ITT Documentation issued to Top Five Ranked Bidders** | w/c 13 October 2025 |
| **Deadline for Receipt of ‘Stage 2’ Tender Submissions** | 5pm, 17 November 2025 |
| **Assessment Summaries Issued to all Bidders** | w/c 24 November 2025 |
| **Publication of Contract Award Notice** | w/c 24 November 2025 |
| **End of Standstill Period** | w/c 8 December 2025 |