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**invitation to tender - netbrain**

**network management and automation**

**CLOSING DATE FOR RESPONSES – 12 PM, FRIDAY 1ST FEBRUARY 2019**

1. **OBJECTIVE**

The National Archives (TNA) has a requirement for NetBrain Network Management and Automation Software.

1. **BACKGROUND**

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, Richmond. More information on TNA can be found at: [www.nationalarchives.gov.uk](http://www.nationalarchives.gov.uk)

1. **THE REQUIREMENT**

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| --- | --- | --- |
| Qty | Description | Price |
| 1 | Enterprise Edition (EE) floating Seat License |  |
| 280 | Enterprise Server License by Nodes |  |
| 1 | Essentials NetBrain Professional Services Package |  |
| 1 | Instructor-led web-based Training, End User, 2 hrs |  |
| 1 | 1st Year Software Upgrade & Technical Support |  |
| 1 | 2nd Year Software Upgrade & Technical Support |  |

1. **HOW TO RESPOND**
	1. If you have any clarification questions related to this requirement, please submit these to procurement@nationalarchives.gov.uk by **12 pm (UK time) on Thursday 24th January 2019.**
	2. Please submit your response to this requirement to procurement@nationalarchives.gov.uk by **12 pm (UK time) on Friday 1st February 2019.**
	3. Your response should comprise a price for the total quantity per Description specified in Section 3 of this document.

1. **EVALUATION CRITERIA**

TNA will award the contract to the lowest priced compliant bid.

1. **PROCUREMENT TIMETABLE**

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| **Ref.** | **Description**  | **Date(s)** |
| 1 | Deadline for Potential Suppliers to submit clarification questions toprocurement@nationalarchives.gov.uk  | 12pm, Thursday, 24th January 2019 |
| 2 | Deadline for TNA to respond to clarification questions \* | Monday, 28th January 2019 |
| 3 | Deadline for potential suppliers to submit tender responses toprocurement@nationalarchives.gov.uk | **12pm, Friday, 1st February 2019** |
| 4 | Deadline for TNA to evaluate tender responses and award contract | 5pm, Friday, 1st February 2019 |
| 5 | Deadline for project implementation  | 25th March 2019 |

**\****Any clarification question that TNA deems to be relevant to more than one Potential Supplier will be shared with all Potential Suppliers via the Contracts Finder website.*

1. **CONTRACT TERMS**

The contract shall be governed by the short form conditions for services published [here](https://www.gov.uk/government/publications/short-form-terms-and-conditions).

Please note that the information you supply in your Tender Response may be used, in whole or in part, to populate the Contract. As such, please make clear and unambiguous statements about the commitments you are making.

The National Archives reserves the right not to appoint for this requirement and to achieve the outcomes of the project through other methods.