

THE NATIONAL ARCHIVES

TENDER OPPORTUNITY – OPEN COMPETITION (NON-OJEU)

DIGITISATION STUDIO EQUIPMENT MAINTENANCE

CLOSING DATE FOR SUBMISSIONS – 5PM, 13 MARCH 2020

The National Archives is seeking to appoint a maintenance contractor for some of its imaging equipment.

The equipment to be covered by this agreement is listed in Annex 1.

The contract will commence on 1 April 2020 and end on 31 March 2021 (1 year)

If you wish to be considered for this contract, please email procurement@nationalarchives.gov.uk by **5pm on 13 March 2020**.

Your tender response should contain as a minimum:

1. Your acknowledgement of the equipment you will maintain (see Annex 1);
2. Your experience in maintaining such equipment;
3. Your proposed Service Level Agreement;
4. Your contract price, which must include all taxes and other expenses.

If you have any questions relating to this opportunity, please email procurement@nationalarchives.gov.uk by **5pm on 4 March 2020**.

The contract will be awarded according to the following criteria:

Quality (your tender responses to points 1 to 3 above)	-	50%
Price (your contract price)	-	50%

The contract will be issued under our standard terms and conditions, which can be found [here](#).

The National Archives reserves the right not to appoint, and to achieve its aims through other means.

Annex 1 – the Equipment

2 x ICAM WALL COLUMN workstation with Phase One IQ3 100 system and Rotolight lighting

2 x CONGRESS II workstation with Phase One 'P' series system

6 x ICAM A1 PRODUCTION workstation with K71 system

4 x ICAM A2+ VANGUARD workstation with NIKON 810 and manual Book Cradle

2 x ICAM A2+ VANGUARD workstation with CANON 5DII

Ancillary Equipment, also to be covered by this contract:-

For VANGUARD Systems

Camera Cables (USB)

Power Supplies

Foot/hand switch (USB)

Shutter Switch

1x Top Glass replacement per system, as required

For ICAM WALL COLUMNS

Camera Cables (USB or FireWire)

External Power Supplies (camera and lighting)

Foot/hand switch (USB)

Shutter Switch

1x Top Glass replacement per system, as required

Pneumatic fittings (air regulators) to TNA air supply

For CONGRESS II Systems

As ICAM WALL COLUMNS

For all systems

For current software (ICAM ArCapture version 11A): Software updates when provided by manufacturer, Software support.

IT support of TNA hardware systems relating to ICAM supplied imaging equipment

Consultancy re hardware software solutions and specifications

Continuous Training

The National Archives accepts that 'wear and tear' items (e.g. Phase One camera shutters) consumables, light bulbs and glass (except 1x Top Glass replacement, per system) may be chargeable items.