



Crown
Commercial
Service

Bid Pack

Attachment 3 – Statement of Requirements

Contract Reference: CCIH20A58
DHSC Screens

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1. PURPOSE

- 1.1 This is a procurement to establish a Supplier for the provision of IT Hardware under the CCS Technology Products and Associated Services Commercial Agreement (RM6068).
- 1.2 The Buyer is Department of Health and Social Care (DHSC).
- 1.3 This procurement seeks to procure the Goods and/or Services, on behalf of the Buyer, from the successful Supplier.

2. BACKGROUND TO THE BUYER

- 2.1 Only DHSC (including any future successors) will be eligible to issue Orders as a result of this competition.
- 2.2 Any organisation that becomes a part of DHSC as the result of a machinery of Government change shall also be included.
- 2.3 For the purposes of this competition, the Crown Commercial Service acts as Agent on behalf of the Buyer participating in this aggregated procurement.
- 2.4 All contracts and service offerings resultant from this procurement will be between the successful bidder, and DHSC.

3. BACKGROUND TO REQUIREMENT/OVERVIEW OF REQUIREMENT

- 3.1 DHSC requires a variety of IT hardware to support the roll out of the test and trace system in response to the COVID-19 pandemic.
- 3.2 Given the urgent and fast moving nature of the project, time is of the essence and details around delivery sites or exact volumes may vary from those outlined in the original tender.

4. DEFINITIONS

Expression or Acronym	Definition
Buyer	means DHSC.
Price Schedule	means Attachment 4 - Price Schedule of this bid pack.
Supplier	means you the provider of Goods and/or Services.

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5. SCOPE OF REQUIREMENT

- 5.1 The Call-Off Initial Period for the Goods and Services will be a maximum of four (4) months. The Contract ends when all Goods and Services have been paid for in accordance with the Buyer's Implementation Plan. Note there are no options to extend the Contract Term.
- 5.2 This competition includes all products and services outlined in the Price Schedule.

6. THE REQUIREMENT

- 6.1 The products required and volumes are:

Product	Brand	Specification	Warranty	Volume
Small Screen	Agnostic	Diagonal Screen Size - Minimum 24" maximum 32" Connectivity - USB C Comes with desk stand and is VESA compliant	standard	14
55" Screen	Agnostic	Diagonal Screen Size - 55" 4K UHD resolution Connectivity - minimum of 2 x HDMI Integral speakers	standard	122
55" Screen Cart	Agnostic	Wheeled cart suitable for proposed 55" screen Once mounted screen must be adjustable in height	standard	4
55" Screen Mount	Agnostic	Fixed wall mount for proposed 55" screen	standard	118
75" Screen	Agnostic	Diagonal Screen Size - 75" 4K UHD resolution Connectivity - minimum of 2 x HDMI Integral speakers	standard	32
75" Screen Mount	Agnostic	Fixed wall mount for proposed 75" screen	standard	32
86" Screen	Agnostic	Diagonal Screen Size - minimum 86" 4K UHD resolution Connectivity - minimum of 2 x HDMI Integral speakers	standard	16
86" Screen Mount	Agnostic	Fixed wall mount for proposed 86" (or larger) screen	standard	16

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Soundbar	Agnostic	Can connect to proposed 86" (or larger) screen Cables and adapters (where needed) included to connect to proposed screen Suitable for conference rooms (sized 13m x 8m)	standard	6
Cables	Agnostic	USB C - HDMI cable (Male - Male) Length - 3m Colour - black or grey	standard	46

6.2 The above items are to be delivered to the following Implementation Plan:

Date:	Products to be delivered	Location
15/01/2021	11 x 55" screens 2 x 75" screens 1 x 86" screen 2 x 55" carts 9 x 55" mounts 2 x 75" mounts 1 x 86" mount 5 Cables	Leamington Spa
01/02/2021	7 x small screens 50 x 55" screens 50 x 55" mounts 14 x 75" screens 14 x 75" mounts 7 x 86" (or larger) screens 7 x 86" mounts 18 cables 3 Soundbars	Leamington Spa
08/02/2021	11 x 55" screens 2 x 75" screens 1 x 86" screen 2 x 55" carts 9 x 55" mounts 2 x 75" mounts 1 x 86" mount 5 Cables	Near Glasgow

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26/02/2021	7 x small screens 50 x 55" screens 50 x 55" mounts 14 x 75" screens 14 x 75" mounts 7 x 86" (or larger) screens 7 x 86" mounts 18 cables 3 Soundbars	Near Glasgow
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Note that the Implementation Plan is subject to change.

- 6.3 The Customer would also like pricing for intelligent displays (those with integral Android operating systems and touch screen display). These items would be purchased instead of the devices outlined in 6.1 above, and it would be confirmed in the purchase order which is needed. Pricing is required for these items and is included in the Optional Items tab in the Price Schedule, though volumes cannot be guaranteed:

Product	Brand	Specification	Warranty
Small TouchScreen Intelligent Panel	Agnostic	Diagonal Screen Size - Minimum 24" maximum 32" Connectivity - USB C Comes with desk stand and is VESA compliant Comes with integral Android OS Touch Screen	standard
55" TouchScreen Intelligent Panel	Agnostic	Diagonal Screen Size - 55" 4K UHD resolution Connectivity - minimum of 2 x HDMI Integral speakers Comes with integral Android OS Touch Screen	standard
75" TouchScreen Intelligent Panel	Agnostic	Diagonal Screen Size - 75" 4K UHD resolution Connectivity - minimum of 2 x HDMI Integral speakers Comes with integral OS and web browser Touch Screen	standard
86" TouchScreen Intelligent Panel	Agnostic	Diagonal Screen Size - minimum 86" 4K UHD resolution Connectivity - minimum of 2 x HDMI Integral speakers Comes with integral Android OS Touch Screen	standard

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- 6.4 The Customer shall issue a purchase order for the full requirement upfront and would like the Supplier to store the required items and then deliver in line with the Implementation Plan (which is subject to amendment). The storage will enable faster call off as and when required and also provide greater flexibility in the Implementation Plan whilst still ensuring a fixed price for the items.
- 6.5 Pricing of storage is included in the Price Schedule, as a maximum charge for storage where the Implementation Plan remains as detailed in the original tender documents and as an optional charge per pallet per week, where the Implementation Plan is amended and results in higher charges.

7. KEY MILESTONES AND DELIVERABLES

- 7.1 The successful Supplier must perform the contract in line with each of the deliverables stated within the Implementation Plan set out in section 6 of this document.
- 7.2 Note that failure to deliver to the dates within the Implementation Plan shall be considered a Material Default.

8. MANAGEMENT INFORMATION/REPORTING

- 8.1 The successful Supplier shall comply with the Authority's Technology Products and Associated Services MI requirements and appropriately record each product line item for invoices ensuring that they are able to identify the relevant line items that relate to this competition and can report upon it.
- 8.2 Where requested by a Buyer, the successful Supplier shall provide asset information on the products provided.

9. VOLUMES

- 9.1 Volumes are set out in section 6 of this document and indicate the minimum volumes the Buyer intends to purchase.
- 9.2 As the roll out progresses, the Customer may need to amend volumes a little and as such a flexibility of +/-10% is included in the resulting contract, without the need for any Variation Form. Changes to volumes above or below the +/- 10% would be subject to a signed Variation Form from both parties.
- 9.3 No guarantee can be given regarding the total volume.

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10. CONTINUOUS IMPROVEMENT

- 10.1 Changes to the way in which the Goods and/or Services are to be delivered must be brought to the Buyer's attention and agreed prior to any changes being implemented.

11. SUSTAINABILITY

- 11.1 All Goods must be packaged following the principles of reduce, reuse, recycle and packaging must be minimal avoiding polystyrene and with minimal plastics.

12. QUALITY

- 12.1 The Buyer retains the right to obtain test devices (as set out in the Call-Off Terms).
- 12.2 Grey imports are not permissible and shall not be accepted by the Buyer.

13. PRICE

- 13.1 Prices are to be submitted via the e-Sourcing Suite, following the instructions listed in the Price Schedule. Prices must be in pounds Sterling, excluding VAT and include all other expenses relating to Call-Off Contract delivery.
- 13.2 All pricing must be equal to or below framework pricing.
- 13.3 Pricing may not be increased across the term of this contract.

14. STAFF AND BUYER SERVICE

- 14.1 The successful Supplier shall provide a sufficient level of resource throughout the duration of the Call-Off Contract in order to consistently deliver a quality service.
- 14.2 The successful Supplier's staff assigned to the Call-Off Contract shall have the relevant qualifications and experience to deliver the Call-Off Contract to the required standard.
- 14.3 The successful Supplier shall provide the Buyer with specific contact information that enables the Buyer to liaise with the Supplier in relation to:
 - 14.3.1 Delivery times
 - 14.3.2 Delivery Issues
 - 14.3.3 Dead on Arrivals

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14.3.4 Endemic Failure

14.3.5 Product Support

15. SERVICE LEVELS AND PERFORMANCE

15.1 Not Applicable

16. SECURITY AND CONFIDENTIALITY REQUIREMENTS

16.1 Please note the GDPR schedule in the Joint Schedule 11 (Processing Data) of Attachment 5 – Terms and Conditions.

16.2 Any specific security requirements to access Buyer sites shall be confirmed by the Buyer upon Order.

17. PAYMENT AND INVOICING

17.1 Please see Call-Off Schedule 5 (Pricing Details) in Attachment 5 – Terms and Conditions.

17.2 Invoices should be submitted to an address determined by the Buyer as per the final completed Call-Off Order Form.

17.3 Invoices may only be submitted following delivery to the Supplier storage facility and Customer receipt of an acceptable vesting certificate.

18. CONTRACT MANAGEMENT

18.1 The exact contract management procedures shall be agreed between the Buyer and the successful Supplier, in line with the Call-Off terms and conditions of the CCS Technology Products and Associated Services Commercial Agreement (RM6068).

19. LOCATION

19.1 The delivery of the Goods and/or Services will be carried out at the locations within Section 6 of this document.

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