

CONTRACT NOTICE

Technology Expense Management Service

Directive 2014/24/EU

SECTION I: CONTRACTING AUTHORITY

I.1) NAME AND ADDRESSES (PLEASE IDENTIFY ALL CONTRACTING AUTHORITIES RESPONSIBLE FOR THE PROCEDURE)

Official name The Minister for the Cabinet Office acting through Crown Commercial Service			National registration number <hr style="border: 0; border-top: 1px solid black;"/>
Postal address Rosebery Court St Andrews Business Park			
Town Norwich	NUTS code UK	Postal code NR7 0HS	Country United Kingdom
Contact person Asset Management - TEM Project TEM			Telephone +44 3450103503
Email supplier@crowncommercial.gov.uk			Fax <hr style="border: 0; border-top: 1px solid black;"/>
Internet address(es) Main address (URL) www.gov.uk/ccs Address of the buyer profile (URL) https://gpsesourcing.cabinetoffice.gov.uk			

I.2) JOINT PROCUREMENT

The contract involves joint procurement No
The contract is awarded by a central purchasing body Yes

I.3) COMMUNICATION

Procurement documents The procurement documents are available for unrestricted and full direct access, free of charge, at: (URL)
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<http://ccs-agreements.cabinetoffice.gov.uk/procurement-pipeline>

Additional Information can be obtained from

As in above mentioned address

Electronically via: (URL)

<https://gpsesourcing.cabinetoffice.gov.uk>

I.4) TYPE OF THE CONTRACTING AUTHORITY

Contracting authority

Ministry or any other National or Federal Authority, including their regional or local subdivisions

I.5) MAIN ACTIVITY

Main Activity

Other : Public Procurement

SECTION II: OBJECT OF CONTRACT

II.1) SCOPE OF THE PROCUREMENT

II.1.1) TITLE

Title

Technology Expense Management Service (TEM)

Reference number

RM3802 (TEM)

II.1.2) MAIN CPV CODE

Main CPV code**Main Vocabulary****Supplementary Vocabulary****Code****Description****Code****Description**

72000000

IT services: consulting, software development,
Internet and support

II.1.3) TYPE OF CONTRACT

Type of contract

SERVICES

II.1.4) SHORT DESCRIPTION

The Contracting Authority wishes to establish a Framework Agreement with two Suppliers for the provision of Technology Expense Management Services for the benefit of UK public sector bodies, which include Central Government Departments and their Arm's Length Bodies and Agencies, Non Departmental Public Bodies, NHS bodies, Local Authorities, Health, Police, Fire and Rescue, Education, Charities and Devolved Administrations. A description of the Services required for each Lot can be found in section II.2. The Services covered by this Procurement will be divided into 2 Lots; one for Central Government (Lot 1) and one for Wider Public Sector (Lot 2). This split will allow the Authority to provide a closer focus on the two customer markets and allow greater on-boarding capacity for each customer market sector. There will be one Supplier for each Lot, however in exceptional circumstances, there may be a request from the Contracting Authority, to take on additional work from the other Lot.

II.1.5) ESTIMATED TOTAL VALUE

Value excluding VAT

8,000,000.00 GBP

II.1.6) INFORMATION ABOUT LOTS

Division into lots

Yes

Tenders may be submitted for

all lots

Maximum number of lots that may be awarded to one tenderer: 1

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

The Contracting Authority reserves the right to award Lot 1 or Lot 2 independently of each other if, for whatever reason, the other is not awarded. Lot 1 will be awarded first. Where a Potential Provider is successful (in terms of achieving the highest score in both Lots), the Potential Provider will be awarded only Lot 1.

II.2: INFORMATION ABOUT LOTS

II.2.1) LOT TITLE

Title

Technology Expense Management Service for Central Government

Lot no

Lot 1

II.2.2) ADDITIONAL CPV CODE(S)

Additional CPV code(s)**Main Vocabulary****Supplementary Vocabulary****Code****Description****Code****Description**

79212000

Auditing services

72000000

IT services: consulting, software development, Internet and support

II.2.3) PLACE OF PERFORMANCE

NUTS code and name

UK - UNITED KINGDOM

Main site or place of performance

Primarily in the UK with some limited requirements overseas.

II.2.4) DESCRIPTION OF THE PROCUREMENT

Description

This Lot will be for the provision of TEM Services primarily to Central Government Departments and their Arm's Length Bodies and Agencies and Non Departmental Public Bodies. In exceptional circumstances, should the demand for Lot 1 Services outstrip the capacity of the Lot 1 Supplier, the Authority may request the Supplier of Lot 2 to take on additional work for Lot 1. The solution will be required to support the management of a variety of technology and telecoms services. Primary Service 1 - Technology Expense Management (TEM) - Database - Load of TEM data - Reporting - Inventory - Tariff optimisation - Benchmarking. The following Services 2, 3 and 4 will only be made available to Customers who are actively receiving Primary Service 1. Service 2 - Contact Services. Service 3 - Personal Use Management. Please see II.2.14 below for more detail.

II.2.5) AWARD CRITERIA

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.7) DURATION OF THE CONTRACT, FRAMEWORK AGREEMENT OR DYNAMIC PURCHASING SYSTEM

Duration

36 MONTH

This contract is subject to renewal

No

II.2.9) INFORMATION ABOUT THE LIMITS ON THE NUMBER OF CANDIDATES TO BE INVITED

Envisaged number of candidates

8

Objective criteria for choosing the limited number of candidates

Following evaluation of the selection questionnaire all bidders that are successful will be able to submit an Initial Tender which the Authority will review and provide feedback, in preparation for their Tender 1 submissions. Only bidders that are non compliant will be excluded at this stage. Following the evaluation of the Tender 1 submissions it is our intention to invite the highest scoring 4 (four) potential providers (possibly more if their scores are equal) to attend demonstration and negotiation meetings. For further details please refer to the Invitation to Tender document.

II.2.10) INFORMATION ABOUT VARIANTS

Variants will be accepted

No

II.2.11) INFORMATION ABOUT OPTIONS

Options

No

II.2.12) INFORMATION ABOUT ELECTRONIC CATALOGUES

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

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

II.2.14) ADDITIONAL INFORMATION

Continued from II.2.4 above Service 4 - Tactical Provisioning/Ordering. NOTE: The following Services will be available to Customers on a standalone basis. Service 5 - Historical Billing Audit. Service 6 - Physical Audit. Service 7 - Snapshot. Following the initial Framework duration of 36 months there is an option to extend for up to an additional 12 months.

II.2: INFORMATION ABOUT LOTS

II.2.1) LOT TITLE

Title

Technology Expense Management Service for Wider Public Sector

Lot no

Lot 2

II.2.2) ADDITIONAL CPV CODE(S)

Additional CPV code(s)**Main Vocabulary****Supplementary Vocabulary****Code****Description****Code****Description**

79212000

Auditing services

72000000

IT services: consulting, software development, Internet and support

II.2.3) PLACE OF PERFORMANCE

NUTS code and name

UK - UNITED KINGDOM

Main site or place of performance

II.2.4) DESCRIPTION OF THE PROCUREMENT

Description

This Lot is for the provision of TEM Services primarily to Wider Public Sector, NHS Bodies, Local Authorities, Health, Police, Fire and Rescue, Education and Devolved Administration. In exceptional circumstances, should the demand for Lot 2 Services outstrip the capacity of the Lot 2 Supplier, the Authority may request the Supplier of Lot 1 to take on additional work for Lot 2. The solution will be required to support the management of a variety of technology and telecoms services. Primary Service 1 - Technology Expense Management (TEM) - Database - Load of TEM data - Reporting - Inventory - Tariff optimisation - Benchmarking. The following Services 2, 3 and 4 will only be made available to Customers who are actively receiving Primary Service 1. Service 2 - Contact Services. Service 3 - Personal Use Management. Please see II.2.14 below for more detail.

II.2.5) AWARD CRITERIA

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.7) DURATION OF THE CONTRACT, FRAMEWORK AGREEMENT OR DYNAMIC PURCHASING SYSTEM

Duration

36 MONTH

This contract is subject to renewal

No

II.2.9) INFORMATION ABOUT THE LIMITS ON THE NUMBER OF CANDIDATES TO BE INVITED**Envisaged number of candidates**

8

Objective criteria for choosing the limited number of candidates

Following evaluation of the selection questionnaire all Potential Providers that are successful will be able to submit an Initial Tender which the Authority will review and provide feedback, in preparation for their Tender 1 submissions. Only Potential Providers that are non compliant will be excluded at this stage. Following the evaluation of the Tender 1 submissions it is our intention to invite the highest scoring 4 (four) Potential Providers (possibly more if their scores are equal) to attend demonstration and negotiation meetings. For further details please refer to the Invitation to Tender document.

II.2.10) INFORMATION ABOUT VARIANTS**Variants will be accepted**

No

II.2.11) INFORMATION ABOUT OPTIONS**Options**

No

II.2.12) INFORMATION ABOUT ELECTRONIC CATALOGUES**Tenders must be presented in the form of electronic catalogues or include an electronic catalogue**

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II.2.13) INFORMATION ABOUT EUROPEAN UNION FUNDS**The procurement is related to a project and/or programme financed by European Union funds**

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II.2.14) ADDITIONAL INFORMATION

Continued from II.2.4 above Service 4 - Tactical Provisioning/Ordering. NOTE: The following Services will be available to Customers on a standalone basis. Service 5 - Historical Billing Audit. Service 6 - Physical Audit. Service 7 - Snapshot. Following the initial Framework duration of 36 months there is an option to extend for up to an additional 12 months. This Lot also caters for Charities.

SECTION III: LEGAL, ECONOMIC, FINANCIAL & 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

Potential Providers will be assessed in accordance with Section 5 of Chapter 2 of the Public Contract Regulations 2015, as amended (implementing Title II, Chapter III, Section 3, Subsection i of Directive 2014/24/EU), on the basis of information provided in response to an Invitation to Tender (ITT). This procurement will be managed electronically via the Authority's e-Sourcing Suite. To participate in this Procurement, Potential Providers must first be registered on the e-Sourcing Suite. If you have not yet registered on the eSourcing Suite, this can be done online at [https:// gpsesourcing.cabinetoffice.gov.uk](https://gpsesourcing.cabinetoffice.gov.uk) by following the link Register for CCS eSourcing. Please note that, to register, you must have a valid DUNS number (as provided by Dun and Bradstreet) for the organisation which you are registering, who will be entering into a contract if invited to do so. Full instructions for registration and use of the system can be found at <http://ccs.cabinetoffice.gov.uk/i-am-supplier/respond-tender>. Once you have registered on the eSourcing Suite, a registered user can express an interest for a specific procurement. This is done by emailing expressionofinterest@crowncommercial.gov.uk. Your email must clearly state: the name and reference for the procurement you wish to register for; the name of the Potential Provider; and the name and contact details for the registered individual sending the email. The Authority will process the email and then enable the Potential Provider to access the procurement online via the e-Sourcing Suite. The registered user will receive a notification email to alert them once this has been done. As a user of the e-Sourcing Suite you will have access to Emptoris email messaging service which facilitates all messages sent to you and from you in relation to any specific RFX event. Please note it is your responsibility to access these emails on a regular basis to ensure you have sight of all relevant information. For technical assistance on use of the e-Sourcing Suite please contact Crown Commercial Service Helpdesk email: eeenablement@crowncommercial.gov.uk Responses must be published by the date in IV.3.4.

III.1.2) ECONOMIC AND FINANCIAL STANDING

Selection criteria as stated in the procurement documents

No

List and brief description of selection criteria

Potential Providers will be assessed on the basis of information provided in response to an ITT. The ITT can be accessed at: <https://gpsesourcing.cabinetoffice.gov.uk> using the instructions detailed in III.1.1. The Authority may take into account any of the following information: a copy of your audited accounts for the most recent two years and/or 1 or more of the following in respect of your organisation - a statement of your turnover profit and loss account and cash flow for the most recent year of trading; - a statement of your cash flow forecast for the current year and a bank letter outlining the current cash and credit position; and/or - an alternative means of demonstrating financial status.

Minimum level(s) of Standards possibly required (if applicable):

III.1.3) TECHNICAL AND PROFESSIONAL ABILITY

Selection criteria as stated in the procurement documents

No

List and brief description of selection criteria

Candidates will be assessed in accordance with Section 5 of the Regulations implementing the Directive, on the basis of information provided in response to an ITT.

Minimum level(s) of Standards possibly required (if applicable):

III.1.5) INFORMATION ABOUT RESERVED CONTRACTS

The contract is reserved to sheltered workshops and economic operators aiming at the social and professional integration of disabled or disadvantaged persons

No

The execution of the contract is restricted to the framework of sheltered employment programmes

No

III.2) CONDITIONS RELATED TO THE CONTRACT

III.2.1) INFORMATION ABOUT A PARTICULAR PROFESSION

Execution of the service is reserved to a particular profession

No

III.2.2 CONTRACT PERFORMANCE CONDITIONS

Contract performance conditions

III.2.3) INFORMATION ABOUT STAFF RESPONSIBLE FOR THE PERFORMANCE OF THE CONTRACT

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

No

SECTION IV: PROCEDURE

IV.1.1) TYPE OF PROCEDURE

Type of Procedure

Competitive procedure with negotiation

Accelerated procedure

No

IV.1.3) INFORMATION ABOUT A FRAMEWORK AGREEMENT OR A DYNAMIC PURCHASING SYSTEM

The procurement involves the establishment of a framework agreement

Yes

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement:

2

In the case of framework agreements, provide justification for any duration exceeding 4 years:**The procurement involves the setting up of a dynamic purchasing system**

No

The dynamic purchasing system might be used by additional purchasers

No

IV.1.4) INFORMATION ABOUT REDUCTION OF THE NUMBER OF SOLUTIONS OR TENDERS DURING NEGOTIATION OR DIALOGUE

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

Yes

IV.1.5) INFORMATION ABOUT NEGOTIATION

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

No

IV.1.6) INFORMATION ABOUT ELECTRONIC AUCTION

An electronic auction will be used

No

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 in the OJ S(One of the following: Prior information notice used as a call for competition; Contract notice; Voluntary ex ante transparency notice)

2017/S 034-062352

IV.2.2) TIME LIMIT FOR RECEIPT OF TENDERS OR REQUESTS TO PARTICIPATE

Time limit for receipt of tenders or requests to participate

2018-01-23 14:59

IV.2.3) ESTIMATED DATE OF DISPATCH OF INVITATIONS TO TENDER OR TO PARTICIPATE TO SELECTED CANDIDATES

Estimated date of dispatch of invitations to tender or to participate to selected candidates

2018-02-09

IV.2.4) LANGUAGES IN WHICH TENDERS OR REQUESTS TO PARTICIPATE MAY BE SUBMITTED

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: (from the date stated for receipt of tender)

5Months

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) INFORMATION ABOUT RECURRENCE (IF APPLICABLE)

This is a recurrent procurement

No

VI.2) INFORMATION ABOUT ELECTRONIC WORKFLOWS

Electronic ordering will be used

No

Electronic invoicing will be accepted

No

Electronic payment will be used

No

VI.3) ADDITIONAL INFORMATION (IF APPLICABLE)

Additional information

The value provided in Section II.1.4 is an estimate. We cannot guarantee to Suppliers any business through this Framework Agreement. The Authority reserves the right (i) not to award any contract as a result of the procurement process commenced by publication of this notice; and (ii) to make whatever changes it may see fit to the content and structure of the tendering competition. In no circumstances will the Authority be liable for any costs incurred by the candidates. The Authority reserves the right (following the evaluation of Tender 1), and after the conclusion of the demonstration/negotiation meetings, to ask for the Final Tender. As part of this Contract Notice the following can be accessed at <https://www.contractsfinder.service.gov.uk/Notice/3cb9bdc1-d210-4df7-9b53-e39cf1787346>. Potential Providers should be aware that the authority will not award Lot 1 and Lot 2 to Suppliers that are using the same software provider.

VI.4) PROCEDURES FOR REVIEW

VI.4.1) Review Body

Official name Crown Commercial		
Postal address Rosebery Court St Andrews Business Park		
Town Norwich	Postal code NR7 0HS	Country United Kingdom
Email _____		Telephone _____
Internet address (URL) _____		Fax _____

VI.4.2) Body responsible for Mediation Procedures (if applicable)

Official name Crown Commercial		
Postal address Rosebery Court St Andrews Business Park		
Town Norwich	Postal code NR7 0HS	Country United Kingdom
Email _____		Telephone _____
Internet address (URL) _____		Fax _____

VI.4.3) Review Procedure Precise information on deadline(s) for review procedures
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VI.4.4) Service from which information about the review procedure may be obtained

Official name Crown Commercial Service		
Postal address _____		
Town Norwich	Postal code _____	Country United Kingdom
Email _____		Telephone _____
Internet address (URL) _____		Fax _____

VI.5 DATE OF DISPATCH

Date of dispatch of this notice
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