
Specification

Handheld Satellite Handsets for DfT

Contract Reference: PPRO 04/84/24

Date: 16th June 2015
Version: 2.0 sfh

Contents

SPECIFICATION

1	Introduction	Error! Bookmark not defined.	page 3
2	Background to the Requirement		page 3
3.	Procurement Timetable		page 3
4.	Specification of required Equipment		page 3
5.	Additional requirements		Page 3
6.	Evaluation Criteria		Page 4
	Quality Factors Scoring Methodology		Page 4
	Financial / Price Factors Scoring Methodology:		Page 4
7.	Quality Scores		page 4
8.	Financial Scores		page 4
11	Delivery		Page 4
12	Points of Contact		Page 5

1. Introduction

The Department is seeking to improve its communications resilience and incident response capability and requires **11** handheld satellite telephone handsets with supporting post-paid airtime contracts.

2. Background

The Department currently uses the Iridium 9555/9575 handset and is seeking equipment with an equivalent specification and network coverage (Europe, Middle East and Africa).

3. Estimated Procurement Timetable

Description	Date
Invite to Quote (ITQ) issued:	16 June 2015
ITQ clarification questions to be received no later than 17:00 hrs:	23 June 2015
ITQ receipt of bids by:	11:00 hrs 30 June 2015
ITQ clarification of bids (if required):	By 7 July 2015
Evaluation completed:	10 July 2015
Award Letter	w/c 13 July 2015
Delivery of equipment	14 August 2015

4. Specification of Equipment:

- (i) Each Handset (*as a minimum*) **MUST** be supplied with a battery, AC charger, 12v DC charger, leather carry case and a portable auxiliary antenna (including all associated cables).
- (ii) Each handset **MUST** be supplied with a water and dust proof hard carry case (*Peli-style case or similar*) with custom foam insets to accommodate the handset and accessories.

5. Additional Requirements:

- (i) It is requested that Suppliers also provide, as an option, pricing for an extension of the initial warranty period for each handset for up to 3 years.
- (ii) Quotes **MUST** also cover post-paid airtime, taking advantage of any bulk purchase discounts which may be applicable. Although we expect these phones to have a minimum requirement of 5 years, line rental should provide a rolling 12 month renewal to allow cancellation if required.

6. Evaluation Criteria

The bids will be evaluated using the following weightings to obtain the optimal balance of quality and cost as shown in Annex 1:

Quality Factors	30%
Financial / Price Factors	70%

Suppliers may be asked to provide additional information or clarify specific points in their tender proposals prior to final evaluation.

7. Quality Factors Scoring Methodology (carrying 30% of the overall score)

The Quality Factors will be assessed against the criteria specified in Annex 1. Only those tenders achieving a minimum score of 4 for each of those criteria will be accepted.

Score	Definition of Score
5	The Tenderer demonstrates fully that they can meet the requirement as detailed in the Specification
4	Meets all critical requirements but with minor issues
3	Meets some requirements but with a few major gaps or issues
2	Meets some requirements; major concerns
1	Meets few requirements; serious concerns
0	The method of fulfilling the stated requirement is inadequate / not addressed

8. Financial / Price Factors Scoring Methodology (carrying 70% of the overall score):

The Percentage Scoring Methodology will be used to evaluate all proposals for this requirement. This methodology is based on the following principles:

Firstly, the lowest tendered price will be scored 100, and each subsequent bid will be baselined to this score. So a bid which is 70% more expensive on price than the lowest tendered price will be allocated a score

9. Delivery

Bidders **MUST** confirm that they are able to supply and deliver the equipment by the 14 August 2015.

10. Pricing

Bidders should quote for an all-inclusive firm price, including delivery but excluding VAT. This should be set out using the pricing Schedule A attached to the ITQ documents.

- 11. Invoices:** The successful bidder will be required to submit their invoices to the Departments Shared Services Centre, after receiving a Purchase Order from the contract manager which will then need to be addressed to:

Shared Services Avarto,
5 Sandringham Park
Llansamlet
Swansea Vale
Swansea SA7 0EA

12. Points of Contact

Procurement Contact	Name	Simon Hudson MCIPS Business Partner DfT
	Tel	020 7944 8256
	e-mail	Simon.hudson@dft.gsi.gov.uk
	Address	
Project Lead / Deputy Lead GCO Directorate	Name	Lead – Richard Cave Head Operational Preparedness Aviation Security
	Tel	020 7944-3233
	e-mail	richard.cave@dft.gsi.gov.uk

All queries/ questions MUST be sent to the procurement (Business Partner) contact

Annex 1 – Evaluation Criteria: Quality Factors

(Carrying 30% of overall weighting)

Primary Criteria	Primary Criteria Weighting (%)	Sub-criteria weighting and description	Individual Sub-Criteria Weighting (%)
Technical merit and functional fit	100%	Bid confirms each Handset is supplied with a battery, AC charger, 12v DC charger, leather carry case and a portable auxiliary antenna (including all associated cables). (as shown in section 4 of the SOR)	70%
		Bid Confirms handsets are supplied with a water and dust proof hard carry case (<i>Peli-style case or similar</i>) with custom foam insets to accommodate the handset and accessories (as shown in section 4 of the SOR)	10%
		<u>Bid Confirms that Post-paid</u> <u>airtime</u> , takes advantage of any bulk purchase discounts which may be applicable. And confirms the phones will have a minimum requirement of 5 years, line rental should provide a rolling 12 month renewal to allow cancellation if required. (as shown in section 5 of the SOR)	10%
		Bidder confirms warranty arrangements (as shown in section 5 of the SOR)	5%
		Bidder confirm they are able to meet the delivery dates for the equipment (as shown in section 9 of the SOR)	5%
	Total = 100%		