

THE NATIONAL ARCHIVES – CAMERA BODIES

DEADLINE FOR RESPONSES – 5PM, 6 MARCH 2017

1 BACKGROUND

The National Archives (TNA), based in Kew, South West London, is the national repository of the official archives of the British government and of the central courts of law of England and Wales and is of high national and international heritage significance, and one of the world's most valuable resources for academic research. It is the guardian of some of the most iconic national documents, dating back over 1,000 years. Its 21st century 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. Further information about TNA's role, its plans, policies, performance and projects can be found on its website [here](#).

2 INTRODUCTION

TNA's Digitisation Services department has a requirement for 3 (three) Phase One 645DF+ cameras (bodies only) to replace old equipment, along with support and maintenance.

3 THE REQUIREMENT

The camera bodies must meet the following specifications:

- 3.1 Phase One 645DF+ camera body only.
- 3.2 Quantity: 3 (three).
- 3.3 TNA also requires service and maintenance of the goods for a period of 3 (three) years from date of purchase.

4 TIMING

The goods must be delivered to TNA by 24 March 2017.

5 HOW TO RESPOND

Please submit your response to procurement@nationalarchives.gsi.gov.uk by **5pm on Monday 6th March 2017**.

If you have any questions, please submit these to procurement@nationalarchives.gsi.gov.uk by **5pm on Tuesday 28th February 2017**.

Your submission should include:

- 5.1 **Confirmation** that you are able to supply goods which meet all the specifications in Section 3 above, within the time limit specified in Section 4 above.
- 5.2 **Details of any support and maintenance** for a period of 3 (three) years from date of purchase, whether that be by warranty, guarantee and/or a contract for service and maintenance.

5.3 **Total costs** of supply of the goods and support for 3 years from date of purchase, including delivery and any and all taxes.

6 EVALUATION

Compliant responses will be evaluated purely on price.

7 PROCUREMENT TIMETABLE

Ref.	Description	Date(s)
1	Deadline for Potential Suppliers to submit clarification questions	5pm, Tuesday, 28 th February 2017
2	Deadline for TNA to respond to clarification questions*	Thursday, 2 nd March 2017
3	Deadline for Potential Suppliers to submit tender responses	5pm, Monday 6 th March 2017
4	Award decision	Wednesday 8 th March 2017

*Any clarification question that TNA deems to be relevant to more than one Potential Supplier will be shared with all Potential Suppliers.

TNA reserves the right not to award and to achieve its desired outcomes through other methods

The contract will be awarded in accordance with TNA's standard [terms and conditions for goods](#). Submission of a response to this tender signifies your acceptance of these terms.