

United Kingdom-Manchester: Database services
OJ S 32/2015 14/02/2015
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: HM Revenue & Customs

Postal address: 5th Floor West, Ralli Quays, 3 Stanley Street, Salford

Town: Manchester

Postal code: M60 9LA

Country: United Kingdom

Contact person: Please refer to section VI.3 (Additional Information) which clarifies the procedure regarding access to submission of tender documentation

For the attention of: James Gadsby

E-mail: james.gadsby@hmrc.gsi.gov.uk

Telephone: +44 3000587701

Fax: +44 1618270270

Internet address(es):

General address of the contracting authority: www.hmrc.gov.uk

Additional information can be obtained from:

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address

I.2. Type of the contracting authority

Ministry or any other national or federal authority, including their regional or local subdivisions

I.3. Main activity

Other: Direct and Indirect Taxes

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

GB — Salford — Points of Interest data purchase.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 7: Computer and related services

NUTS code UK United Kingdom

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

Database services. Database services. Data Services. HMRC requires the provision of Points of Reference datasets and associated iconography to support compliance activity. It is essentially a list of 'points of interest' grouped into a comprehensive set of categories with multiple levels of granularity. In addition to the data describing each of the 'points of interest', coordinates and keys are provided so that the data can be added to geographic mapping /analysis technology. Icons are provided with the data so that the various categories can be plotted on an electronic map.

II.1.6. CPV code(s)

72320000 Database services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Estimated value range includes initial 36 month contract term plus potential separate extensions of an initial 12 months and then a further 12 months, making 60 months in total.

Estimated value excluding VAT:

Range: between 375 000 and 700 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Two separate extension periods, each of 12 months in duration.

Provisional timetable for recourse to these options:

in months: 36 (from the award of the contract)

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 2

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

II.3. Duration of the contract or time limit for completion

Duration in months: 36 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

HMRC operates an Enterprise Resource Planning (electronic trading/ordering) system and has a Purchase Order Mandatory Policy. Successful tenderers will be required to provide information so that they can be adopted onto the system. Payment will be made by BACS within 30 days of receipt of a valid invoice.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

Joint and several liability. No special legal form is required, but each supplier will be required to become jointly and severally liable for the contract before acceptance.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Any contract or framework agreement awarded will be subject to the Authority's Conditions of Contract.

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: As stated in Section VI.3), HMRC is using an e-sourcing (eTendering) tool or application for this procurement. Tenders will normally not be fully considered or evaluated unless Tenderers have first demonstrated that they have the necessary personal standing and are eligible and suitable to be awarded a public contract. Tenderers will therefore be required to provide a statement within an online 'selection questionnaire' as to whether any of the circumstances (relating to mandatory and discretionary grounds for exclusion) described in Regulation 23 of the Public Contracts Regulations 2006 apply. Revenue compliance will be considered and checks will be undertaken throughout the tendering exercise, using, as applicable, information from HMRC's own records. UK applicants will be required to provide their tax reference numbers: i.e. Value Added Tax registration number, PAYE collection reference and Corporation Tax or Self-Assessment reference, as applicable. Overseas or non-UK Tenderers will be required to submit a certificate of tax compliance obtained from the country in which they are resident for tax purposes. If a company is a subsidiary, a member of a group or a consortium, the above details may also be required in respect of the parent company, other group members or each consortium member as appropriate. Information may also be required in respect of sub-contractors who will prospectively be performing core or major elements of the requirement.

III.2.2. Economic and financial ability

III.2.3. Technical and professional ability

List and brief description of conditions:

As stated in Section VI.3), HMRC is using an e-sourcing (eTendering) tool or application for this procurement. Tenders will normally not be fully considered or evaluated unless Tenderers have first demonstrated via an online 'selection questionnaire' that they have the necessary economic or financial capacity to perform the contract. Actual requirements will vary depending on the particular requirement or contractual opportunity, but, as a minimum, the questionnaire will request the following information:

- 1) audited accounts (to include balance sheet and statement of profit and loss) and/or similar financial statements or information;
- 2) statement of turnover in respect of the required goods and/or service only; and

3) details of Public Liability and Employers Liability Insurance (as applicable) and other relevant insurances.

If a company is a subsidiary, a member of a group or a consortium, the above details may also be required in respect of the parent company, other group members or each consortium member as appropriate.

Minimum level(s) of standards possibly required:

HMRC requires as a minimum that the format of each data record provided under the contract will conform to the following:

The character used to delimit each field is a pipe: '|' (ASCII 124). Character fields will be optionally enclosed within double-quotes "" (ASCII 34) Data fields will not contain linefeed or carriage return (ASCII 10/13) within them. These must be stripped out by the sending system. When a field is Null, it will be transmitted as no character between delimiters, i.e. 2 consecutive pipes ('|'). A 0 length string may be transmitted as ('|'|'). 2 pipes containing 2 consecutive string delimiters. This will be treated as null within the receiving HMRC system. The data will use the ASCII character-set. DECIMAL values will contain an explicit decimal point. Negative numbers will have a leading '-' character. Date fields, shown as a Date data type in the record layouts, will be provided in the format dd/mm/yyyy.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2. 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. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Criteria below

1. Quality %. Weighting 60
2. Cost effectiveness %. Weighting 40

IV.2.2. Information about electronic auction

An electronic auction will be used: yes

Additional information about electronic auction: HMRC reserves the right to use an electronic auction.

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

PS-2015-Points Of Interest-ITT

IV.3.2. Previous publication concerning this procedure

Prior information notice

Notice number in the OJ S: [2014/S 199-351695](#) of 16.10.2014

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

IV.3.4. Time limit for receipt of tenders or requests to participate

9.3.2015

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: HMRC will be using an e-sourcing (e-tendering) tool/application for this procurement. This prevents any information provided by the applicant or tenderer from being viewed by the Authority until the e-sourcing event is closed. The e-sourcing (e-tendering) application will display the closing date and time for this particular tendering exercise within the event. The close time will be the earliest point at which the HMRC nominated or a tender defined evaluation team member will be able to open and view the tender responses. Therefore, the opening time for tenders will coincide with the close date and time for the event and all tenders will become visible to the HMRC nominated or event defined tender evaluation team in any place that provides access to the e-sourcing tool/application at that time.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds: no

VI.3. Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender. HMRC is conducting this tendering exercise under the OJEU Open procedure and is using an eSourcing (eTendering) tool or application. (Information about the e-Sourcing application, and about supplying to HMRC in general, is available on the HMRC website: www.hmrc.gov.uk/about/supplying.htm) Economic operators who require access to the online tender

documentation must send an e-mail to e.procurement@hmrc.gsi.gov.uk any time up to, but no later than 17:00 on 2.3.2015. This email should contain:

- (a) the contract reference shown in Section IV.3.1) (File Reference);
- (b) a contact email address;
- (c) a contact name; and
- (d) the company name and contact telephone number.

Economic operators who have complied with the foregoing will receive details of how to access the online Tender documentation. (If an e-mail response from HMRC is not received within one working day of your request, re-contact e.procurement@hmrc.gsi.gov.uk (after first checking your spam in-box) notifying non-receipt and confirming when the request was first made). Online Tender documentation must be fully completed (and any requested associated hard-copy documents received by HMRC) no later than 9:00 on 9.3.2015. Tender documentation not submitted in the required form (or containing the requested information) may be rejected. (When requesting access to the online Tender documentation, please notify the Authority if you have any accessibility issues (disabilities) which may prevent you from providing a high quality response using the eSourcing application. This will then allow HMRC to agree with you an appropriate format for you to view and respond to the requirements). All communications shall be in English. Tenders, when invited, and all supporting documentation must be priced in Sterling and all payments under the contract will be in Sterling. Any contract or agreement resulting from the Invitation to Tender will be considered as a contract made in England according to English Law and subject to the exclusive jurisdiction of the English courts. The Awarding Authority does not bind itself to accept any tender and reserves the right to accept any part of the tender unless the tenderer expressly stipulates to the contrary. Please note the requirements regarding clarification questions contained in the Instructions to Tenderers, part of the online tender documentation.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=125476669>

GO Reference: GO-201529-PRO-6353478.

VI.4. Procedures for review

VI.4.1. Review body

Official name: See VI.4.2)

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: HMRC will incorporate a minimum 10 calendar day standstill period at the time the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into. Such additional information should be requested from the address at I.1). Where a contract has not been entered into, the Court may order the setting aside of the award decision or order the Authority to amend any document and may award damages. If the contract has been entered into, the Court may only award damages.

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

9.2.2015