

United Kingdom-Crowthorne: Computer network services
OJ S 46/2017 07/03/2017
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Edgbarrow School

Postal address: Grant Road

Town: Crowthorne

NUTS code: UKJ11 Berkshire

Postal code: RG45 7HZA

Country: United Kingdom

E-mail: pqq@litmuspartnership.co.uk

Telephone: +44 1276-673880

Internet address(es):

Main address: <http://www.edgbarrow.bracknell-forest.sch.uk>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: http://www.litmuspartnership.co.uk/project/edgbarrow_school

Additional information can be obtained from the abovementioned address

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

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Education

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Edgbarrow School ~ Tender for IT and Network Services.

II.1.2. Main CPV code

72700000 Computer network services

II.1.3. Type of contract

Services

II.1.4. Short description

The successful Supplier will be required to provide IT and network services for Edgbarrow School (the Client).

Edgbarrow School is located in the village of Crowthorne, Berkshire. We are a truly comprehensive school and have been judged to be 'Outstanding' by OFSTED. We are a larger than average secondary school with approximately 1380 students on role, including 350 students in our Sixth Form.

We take great pride in our school site and work hard to provide the very best facilities for students and staff to enjoy.

Our Vision: Edgbarrow School promotes academic excellence, mutual respect and a sense of community within a vibrant, purposeful working environment, enabling all individuals to develop their talents and acquire skills for life.

II.1.5. Estimated total value

Value excluding VAT: 300 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.3. Place of performance

NUTS code: UKJ11 Berkshire

Main site or place of performance: Edgbarrow School, Crowthorne, Berkshire, United Kingdom.

II.2.4. Description of the procurement

The Client is looking for an IT service partner that can not only manage and support the school's IT network, both currently and in the future, but that also add value through proactive recommendations and enhancements that will support Edgbarrow School's strategy and growth. The aim is to support and enhance the current IT provision in school, both for academic and administrative purposes. Proven expertise in the proactive development of IT systems in an educational environment is essential.

The selected service provider shall be:

- Fully conversant with the latest and evolving legislation regarding the provision of IT and network services in a secondary school environment
- Required to evidence their quality assurance and security systems
- Required to evidence their proposed Key Performance Indicator measures for the contract
- Required to periodically present performance reporting and systems development recommendations to school governors
- Qualified to provide advice and support school IT and network services hardware and software procurement activities

The contract will provide on-site support, including maintenance, via the on-site technician/s located in school 5 days a week 41 weeks of the year (195 academic days plus 10 days holiday = 205 days or 41 weeks).

Comprehensive off-site system support is required 24 hours a day, 7 days a week, and 365 days a year.

Maintenance and system development activities shall be undertaken out with the 190 academic term-time days to minimise any disruption to pupil education and teaching activities. The contract will commence on 1.8.2017 for an initial period of three years, ending 31.7.2020, with the opportunity to extend for a further period at the discretion of the governing body.

The contract will provide technical management and on-site technicians, to the school's ICT infrastructure, including:

- Full server support and monitoring,
- Fully managed helpdesk with remote support,

- Full workstation support, software support, hardware support and repairs,
 - Staff and student email accounts and access setup and managed,
 - Proactive contract management to ensure best value for money across all areas of the schools management systems and utilities,
 - MIS support (SIMS, SAP, Bromcom, Integris, Facility Eportal) including finance systems),
 - Development of the school's Virtual Learning Environment and other learning packages,
 - 24/7/365 network monitoring with call out and emergency 24/7/365 contact,
- The contract will be monitored by school senior representatives.

After the initial consultation and evaluation by the new Supplier, regular fortnightly meetings will be held with the on-site technician to discuss day-to-day issues and actions taken and scheduled.

TUPE will apply with regard to the two technicians currently employed for the provision of network services.

It is anticipated that the service provider will be available to train and coach staff, where needed, in the use of new hardware / software as it is introduced. There may be occasions where the technician is required to provide support in ICT classes. This will be planned and added in to the work schedule.

The projected cost of network services, including employment costs, for the current year is circa 60 000 GBP

II.2.5. Award criteria

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

II.2.6. Estimated value

Value excluding VAT: 300 000,00 GBP

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Start: 01/08/2017 End: 31/07/2022

This contract is subject to renewal: no

II.2.9. Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5 Maximum number: 10 Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

II.2.10. Information about variants

Variants will be accepted: yes

II.2.11. Information about options

Options: 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

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.2. Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3. Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Restricted procedure

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

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.2.2. Time limit for receipt of tenders or requests to participate

Date: 07/04/2017 Local time: 12:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

Date: 05/05/2017

IV.2.4. Languages in which tenders or requests to participate may be submitted

English

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

Interest in the selection process should be expressed via email only to pqq@litmuspartnership.co.uk clearly stating within this email which contract / notice you are referring to. Please also provide, as a minimum, a contact name, full company postal address and telephone number. The Selection Questionnaire and associated documents can be obtained at: http://www.litmuspartnership.co.uk/project/edgbarrow_school

The closing date for receipt of the Selection Questionnaire is 7.4.2017 (12:00). Suppliers are required to ensure that documents are obtained and returned to The Litmus Partnership Limited, by email to pqq@litmuspartnership.co.uk by the above closing date and time. Documents in respect of economic / financial standing (where indicated in the Selection Questionnaire) shall be returned to The Litmus Partnership Limited, by email to pqq@litmuspartnership.co.uk by the above closing date and time.

It will be the Supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this Contract Notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Edgbarrow School

Town: Crowthorne

Country: United Kingdom

VI.5. Date of dispatch of this notice

03/03/2017