

United Kingdom-Newark: Document management system
OJ S 71/2018 12/04/2018
Contract award notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Newark and Sherwood Homes Ltd

Postal address: Castle House, Great North Road

Town: Newark

NUTS code: UK United Kingdom

Postal code: NG24 1BY

Country: United Kingdom

Contact person: Kristin McIntosh

E-mail: kristin.mcintosh@nshomes.co.uk

Telephone: +44 8452585550

Internet address(es):

Main address: www.nshomes.co.uk

I.4. Type of the contracting authority

Regional or local authority

I.5. Main activity

Housing and community amenities

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Provision of Document Management System 2018-23

II.1.2. Main CPV code

48311100 Document management system

II.1.3. Type of contract

Services

II.1.4. Short description

Newark and Sherwood Homes have procured a Document Management System to support business operations.

The contract has been awarded to a sole Contractor, responsible for the solution provision and ongoing technical support.

The contract has commenced for a period of 5 years with an option to extend for a further period of 2 years, contract term subject to satisfactory performance and mutual agreement.

II.1.6.

Information about lots

This contract is divided into lots: no

II.1.7. Total value of the procurement

Lowest offer: 145 000,00 EUR / Highest offer: 237 000,00 EUR taken into consideration

II.2. Description

II.2.2. Additional CPV code(s)

48311000 Document management software package, 72512000 Document management services, 79131000 Documentation services

II.2.3. Place of performance

NUTS code: UKF15 North Nottinghamshire

Main site or place of performance: Within the Newark and Sherwood District, Nottinghamshire.

II.2.4. Description of the procurement

The Company required a Document Management System to operate on our existing Wintel server network which is provided and supported by Newark and Sherwood District Council. Their service to us includes providing ICT equipment, service and support for multiple sites and to our agile workforce, management of our servers and access to the internet via their firewall. We currently have approximately 140 users with 0.75TB of data. We are not intending to migrate all data to the new system, relevant current documents will be transferred in an appropriate manner. Our initial storage capacity usage is likely to be as low as 0.25TB and will expand as new data is created.

We are looking for a solution that will provide a suitable document storage area that will support enhanced capabilities from the existing Windows Server interface.

The Company will require assurance that the system can be tailored so it is bespoke to the Company's requirements and will ensure that all legal and Data protection requirements are fulfilled. Assurance will be required that the product will be supported for the duration of the contract with any software version upgrades to be included in the ITT pricing schedule.

The chosen supplier will be expected to deliver consultancy and support on appropriate configuration, best practice for delivering project aims, training and ongoing support to the Company implementation team / system leads as well as training and ongoing support to NSDC for system implementation and upgrades.

II.2.5. Award criteria

Quality criterion - Name: Solution proposal / Weighting: 20

Quality criterion - Name: Method statements / Weighting: 10

Quality criterion - Name: User testing / Weighting: 25

Quality criterion - Name: Presentation / Weighting: 10

Price - Weighting: 35

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 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: no

IV.2. Administrative information

IV.2.1. Previous publication concerning this procedure

Notice number in the OJ S: [2017/S 232-483876](#)

IV.2.8. Information about termination of dynamic purchasing system

IV.2.9. Information about termination of call for competition in the form of a prior information notice

Section V: Award of contract

Title:

Provision of Document Management System 2018-23

A contract/lot is awarded: yes

V.2. Award of contract

V.2.1. Date of conclusion of the contract

16/02/2018

V.2.2. Information about tenders

Number of tenders received: 13

The contract has been awarded to a group of economic operators: no

V.2.3. Name and address of the contractor

Official name: M-Files Corporation

Postal address: 1 St Andrews Hill

Town: London

NUTS code: UK United Kingdom

Postal code: EC4V 5BY

Country: United Kingdom

The contractor is an SME: no

V.2.4. Information on value of the contract/lot

Initial estimated total value of the contract/lot: 200 000,00 GBP

Lowest offer: 145 000,00 GBP / Highest offer: 237 000,00 GBP taken into consideration

V.2.5. Information about subcontracting

Section VI: Complementary information

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Royal Courts of Justice
Postal address: The Strand
Town: London
Postal code: WC2A 2LL
Country: United Kingdom

VI.4.2. Body responsible for mediation procedures

Official name: Royal Courts of Justice
Postal address: The Strand
Town: London
Postal code: WC2A 2LL
Country: United Kingdom

VI.4.4. Service from which information about the review procedure may be obtained

Official name: The Cabinet Office
Postal address: Whitehall
Town: London
Postal code: SW1A 2AS
Country: United Kingdom

VI.5. Date of dispatch of this notice

11/04/2018