

**United Kingdom-Witney: Industry specific software package**

OJ S 103/2015 30/05/2015

Contract notice

Services

**Directive 2004/18/EC****Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Cottsway Housing Association

Town: Witney

Postal code: OX28 4YG

Country: United Kingdom

Contact person: 3C Consultants Ltd

For the attention of: Claire Bayliss

E-mail: [claire.bayliss@3cconsultants.co.uk](mailto:claire.bayliss@3cconsultants.co.uk)

Telephone: +44 7970983285

**Internet address(es):**General address of the contracting authority: <http://www.cottsway.co.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:** Official name: Cottsway Housing Association Ltd

Postal address: Cottsway House, Heynes Place, Avenue Two, Witney, Oxfordshire

Town: Witney

Postal code: OX28 4YG

Country: United Kingdom

Contact person: 3C Consultants Ltd

For the attention of: Claire Bayliss

E-mail: [claire.bayliss@3cconsultants.co.uk](mailto:claire.bayliss@3cconsultants.co.uk)

Telephone: +44 7970983285

Internet address: <http://cottsway.co.uk>**I.2. Type of the contracting authority**

Other: Housing association

**I.3. Main activity**

Housing and community amenities

**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**

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**II.1. Description****II.1.1.**

**Title attributed to the contract by the contracting authority**

Software for Contractor management, Van Stock, Appointments and Scheduling and Mobile Working.

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

Services

Service category No 7: Computer and related services

Main site or place of performance: Witney, Oxfordshire.

NUTS code UKJ14 Oxfordshire

**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)**

Supply, implementation and support of software in three lots. Lot 1 to support contractor management and the control of van stock; Lot 2 to manage the appointing and scheduling of work, and Lot 3 to provide mobile working.

**II.1.6. CPV code(s)**

48100000 Industry specific software package

**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: yes

Tenders may be submitted for one or more lots

**II.1.9. Information about variants**

Variants will be accepted: no

**II.2. Scope of the procurement**

**II.2.1. Total quantity or scope**

Supply, implementation and support of software in three lots. Lot 1 to support contractor management and the control of van stock; Lot 2 to manage the appointing and scheduling of work, and Lot 3 to provide mobile working. Suppliers may bid for one or more lots. During the dialogue, suppliers bidding for just one lot may be asked to work with other suppliers to provide a complete solution.

**II.2.2. Information about options**

Options: no

**II.2.3. Information about renewals**

This contract is subject to renewal: no

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

Information about lots

Lot No: 1

Lot title: Contractor management and van stock

1)

**Short description**

Supply of software, implementation services and support to manage information requirements for the property services team, including the management of van stock.

**2) CPV code(s)**

48100000 Industry specific software package

**3) Quantity or scope****4) Indication about different time frame or duration****5) Additional information about lots**

Lot No: 2

Lot title: Appointments and scheduling

**1) Short description**

The supply of software, implementation services and support for the management of customer appointments and scheduling of work for maintenance operatives.

**2) CPV code(s)**

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**3) Quantity or scope****4) Indication about different time frame or duration****5) Additional information about lots**

Lot No: 3

Lot title: Mobile working

**1) Short description**

The supply of software, implementation services and support of software to deliver mobile working at least within the maintenance service and possibly across the business.

**2) CPV code(s)**

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**3) Quantity or scope****4) Indication about different time frame or duration****5) Additional information about lots****Section III: Legal, economic, financial and technical information**

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

Where solutions for the different lots are identified from different suppliers, it is possible that one supplier will be asked to prime contract on behalf of the others.

### **III.1.4. Contract performance conditions**

### **III.2. Conditions for participation**

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

#### **III.2.2. Economic and financial ability**

List and brief description of conditions: All candidates will be required to provide statements of accounts or extracts from those accounts relating to their business.

Minimum level(s) of standards possibly required: Candidates must be able to demonstrate sufficient capacity to provide a sustainable and viable service.

#### **III.2.3. Technical and professional ability**

List and brief description of conditions:

Details of the educational and professional qualifications of their managerial staff; and those of the person(s) who would be responsible for providing the services or carrying out the work or works under the contract;

A statement of the principal goods sold or services provided by the supplier or the services provider in the past 3 years, detailing the dates on which the goods were sold or the services provided; the identity of the person to whom the goods were sold or the services were provided.

A statement of the candidate's technical facilities; measures for ensuring quality; and their study and research facilities.

An indication of the proportion of the contract which the services provider intends possibly to subcontract.

Minimum level(s) of standards possibly required:

Cottsway seeks a proven solution with an established track record.

#### **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: yes

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

competitive dialogue

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

Envisaged minimum number 3: and Maximum number 5

Objective criteria for choosing the limited number of candidates: Selection of those invited to participate will be via the Pre Qualification Questionnaire. Cottsway anticipates that on completion of the PQQ assessment, no more than FIVE applicants who have achieved the highest scores will be selected to be invited to join the dialogue. However, Cottsway reserves

the option to select more than Five organisations to be invited to join the dialogue, if for example there are marginal differences in scores at, or there is a tie for Fifth place.

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

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated yes

**IV.2. Award criteria**

**IV.2.1. Award criteria**

The most economically advantageous tender in terms of Criteria below

1. Cost. Weighting 40
2. Ability to meet our requirements. Weighting 30
3. Implementation quality. Weighting 15
4. Post live services. Weighting 10
5. Product strategy. Weighting 5

**IV.2.2. Information about electronic auction**

An electronic auction will be used: no

**IV.3. Administrative information**

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

**IV.3.2. Previous publication concerning this procedure**

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

Payable documents: no

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

25.6.2015 - 13:00

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

6.7.2015

**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**

**IV.3.8. Conditions for opening of tenders**

**Section VI: Complementary information**

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**VI.1. Information about recurrence**

**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**

**VI.4. Procedures for review**

**VI.4.1. Review body**

**VI.4.2. Review procedure**

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

**VI.5. Date of dispatch of this notice**

26.5.2015