

United Kingdom-Warrington: Information technology services

OJ S 133/2013 11/07/2013

Contract notice

Supplies

Directive 2004/18/EC

## Section I: Contracting authority

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### I.1. Name and addresses

Official name: Golden Gates Housing Trust

Postal address: PO Box 1181

Town: Warrington

Postal code: WA1 9FB

Country: United Kingdom

For the attention of: Sam Saxon

E-mail: [procurement.ggh@gght.org.uk](mailto:procurement.ggh@gght.org.uk)

Telephone: +44 1925452404

#### Internet address(es):

General address of the contracting authority: [www.gght.org.uk](http://www.gght.org.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

Regional or local authority

### 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

Provision of IT services for New Head Office

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

Supplies

Purchase

NUTS code UKD21 Halton and Warrington

#### 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)**

Information technology services. Golden Gates Housing Trust (GGHT) is a registered provider of social housing in the Warrington area and is moving into a new Head Office building in April 2014 and is looking to select a contractor that will provide various elements of the information technology infrastructure to support GGHT operations in the new building.

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

72222300 Information technology 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**

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

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

Estimated value excluding VAT:

Range: between 150 000 and 250 000 GBP

##### **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**

Start 1.1.2014. Completion 31.3.2014

### **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**

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

The performance of the contract is subject to particular conditions: no

#### **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: The Authority will apply all the offences listed in Article 45(1) of Directive 2004/18/EC (implemented as Regulation 23(1) of the Public Contract

Regulations (PCR) 2006 in the UK) and all of the professional misconducts listed at Article 45 (2) of Directive 2004/18/EC (see also Regulation 23(2) in the PCR 2006) to the decision of whether a Candidate is eligible to be invited to tender.

A full list of the Regulation 23(1) and 23(2) criteria are at <http://www.delta-esourcing.com/delta/project/reasonsForExclusion.html#pcr>

Candidates will be required to answer these questions as part of the qualification process. For candidates who are registered overseas, you will need to declare if you have any offences /misconduct under your own countries laws, where these laws are equivalent to the Regulation 23 lists.

Candidates who have been convicted of any of the offences under Article 45(1) are ineligible and will not be selected to bid, unless there are overriding requirements in the general interest for doing so.

Candidates who are guilty of any of the offences, circumstances or misconduct under Article 45 (2) may be excluded from being selected to bid at the discretion of the Authority.

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

List and brief description of conditions: (a) Appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance

(b) The presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established

(c) A statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last three financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available

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

List and brief description of conditions:

(a) a list of the works carried out over the past five years, accompanied by certificates of satisfactory execution for the most important works. These certificates shall indicate the value, date and site of the works and shall specify whether they were carried out according to the rules of the trade and properly completed. Where appropriate, the competent authority shall submit these certificates to the contracting authority direct

(b) a list of the principal deliveries effected or the main services provided in the past three years, with the sums, dates and recipients, whether public or private, involved. Evidence of delivery and services provided shall be given: - where the recipient was a contracting authority, in the form of certificates issued or countersigned by the competent authority, - where the recipient was a private purchaser, by the purchaser's certification or, failing this, simply by a declaration by the economic operator

(c) an indication of the technicians or technical bodies involved, whether or not belonging directly to the economic operator's undertaking, especially those responsible for quality control and, in the case of public works contracts, those upon whom the contractor can call in order to carry out the work

(d) A description of the technical facilities and measures used by the supplier or service provider for ensuring quality and the undertaking's study and research facilities

(e) Where the products or services to be supplied are complex or, exceptionally, are required for a special purpose, a check carried out by the contracting authorities or on their behalf by a competent official body of the country in which the supplier or service provider is established, subject to that body's agreement, on the production capacities of the supplier or the technical capacity of the service provider and, if necessary, on the means of study and research which

are available to it and the quality control measures it will operate

(f) The educational and professional qualifications of the service provider or contractor and/or those of the undertaking's managerial staff and, in particular, those of the person or persons responsible for providing the services or managing the work

(g) For public works contracts and public services contracts, and only in appropriate cases, an indication of the environmental management measures that the economic operator will be able to apply when performing the contract

(h) A statement of the average annual manpower of the service provider or contractor and the number of managerial staff for the last three years

(i) A statement of the tools, plant or technical equipment available to the service provider or contractor for carrying out the contract

(j) An indication of the proportion of the contract which the services provider intends possibly to subcontract

(k) With regard to the products to be supplied: (i) samples, descriptions and/or photographs, the authenticity of which must be certified if the contracting authority so requests; (ii) certificates drawn up by official quality control institutes or agencies of recognised competence attesting the conformity of products clearly identified by references to specifications or standards

### **III.2.4. Information about reserved contracts**

### **III.3. Conditions specific to services contracts**

#### **III.3.1. Information about a particular profession**

#### **III.3.2. Information about staff responsible for the performance of the contract**

## **Section IV: Procedure**

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

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

Restricted

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

Envisaged minimum number 5: and Maximum number 10

Objective criteria for choosing the limited number of candidates: A pre qualification questionnaire (PQQ) will be issued to all suppliers who express interest in this opportunity. GGHT will devise a scoring mechanism to enable it to decide which suppliers to invite to tender.

Details of this scoring mechanism will be outlined in the PQQ

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

#### **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**

Time limit for receipt of requests for documents or for accessing documents: 7.8.2013 - 17:00

Payable documents: no

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

14.8.2013 - 17:00

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

16.8.2013

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

#### **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**

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.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=60678279>

GO Reference: GO-201378-PRO-4937915

#### **VI.4. Procedures for review**

##### **VI.4.1. Review body**

Official name: Golden Gates Housing Trust

Postal address: PO Box 1181

Town: Warrington

Postal code: WA1 9FB

Country: United Kingdom

Telephone: +44 1925452404

##### **Body responsible for mediation procedures**

Official name: Golden Gates Housing

Postal address: Bank House

Town: Warrington  
Postal code: WA1 1RH  
Country: United Kingdom  
Telephone: +44 1925452404

#### **VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: In the event of any dispute or difference ('the Appeal') arising from this Contract Notice or the subsequent tender process, such Appeal shall be referred to GGHT's appeals procedure as follows: 1. The Appeal shall be sent to GGHT's Senior Business Manager Quality and Performance who shall refer the Appeal for resolution through an appropriate GGHT Director who has had no involvement with the Contract Notice or subsequent tender process. 2. In the event that the Appeal is not resolved through the appropriate GGHT Director then the Appeal shall be referred to a panel set up by GGHT's Board of Directors for resolution. 3. If the parties are unable to resolve the Appeal through the above two-stage procedure then the Appeal shall be referred by either party for arbitration in accordance with the provisions of the Arbitration Acts 1950 and 1996 by a sole arbitrator to be appointed by agreement between the parties or in default of agreement to be referred to the Alternative Dispute Resolution service, PADRE. The costs of such arbitration shall be borne equally by both parties. In following the Appeal procedure the parties shall act in good faith towards each other and shall use their best endeavours to resolve the dispute. VI. 4.2) Lodging of appeals (please fill heading VI.4.2 OR if need be, heading VI.4.3)

Precise information on deadline(s) for lodging appeals: Following implementation in to English Law of Directive 207/66/EC ('the Directive'), regulations implementing the Directive and providing for the lodging of appeals shall apply. The Contracting Authority will issue an award decision notice (standstill letter) to tenderers as soon as possible after the award decision has been made. The notice will include the information prescribed by Regulation 32(1) and (2), Public Contracts Regulations 2006 (as amended by the Directive). A similar notice will also be sent to applicants who applied to be included among the tenderers but did not submit an offer, either because they withdrew or were eliminated. In this instance the notice will not include the relative advantages of the successful tender, because the applicant will not have submitted an offer. Applicants who have been eliminated or dropped out at earlier stages of the tender (for example, at pre-qualification questionnaire stage) and have already been informed of the rejection of their application and the reasons for it will not be sent a standstill letter. However, where a decision is taken to exclude an applicant prior to contract award, the applicant will be notified of that decision. In this case the applicant will have two working days from notification of the decision to request additional debriefing and that information will be provided within 10 working days. The Contracting Authority will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. The standstill period will end at midnight at the end of the tenth day after the date on which the Contracting Authority sends the award decision notice (by fax or email). Where the standstill notice is sent by means other than fax or email, the period will end at the latest by midnight at the end of the fifteenth day after the sending date (or earlier, if more than ten days after the date on which the last economic operator received the notice have elapsed) . This period will allow unsuccessful tenderers to seek further debriefing from the Contracting Authority before the contract is entered into. Any claim for a declaration of ineffectiveness will need to be brought within either 30 days of the contract award notice (where an OJEU Notice was not published and the Contract Award Notice sets out the justification for not doing so) or otherwise six months from the day of contract signature. All claims other than for ineffectiveness must be brought promptly and within three months from when the cause of action arises.

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

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

8.7.2013