

**United Kingdom-Winsford: Database and operating software package**

OJ S 142/2013 24/07/2013

Contract notice

Supplies

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: The Police and Crime Commissioner for Cheshire

Postal address: Strategic Procurement Unit, Headquarters, Clemonds Hey, Oakmere Road

Town: Winsford

Postal code: CW7 2UA

Country: United Kingdom

For the attention of: Claire Bostock, Michelle Shaw

E-mail: [procurement@cheshire.pnn.police.uk](mailto:procurement@cheshire.pnn.police.uk)

Telephone: +44 1606364136

**Internet address(es):**General address of the contracting authority: <http://www.cheshire.police.uk>Address of the buyer profile: [www.bluelight.gov.uk](http://www.bluelight.gov.uk)**Additional information can be obtained from:**

Official name: The Police and Crime Commissioner for Cheshire

Postal address: Economic Operators wishing to Express Interest and obtain the Invitation to Tender document, should go to [www.bluelight.gov.uk](http://www.bluelight.gov.uk) and click on New Opportunities which is within the Supplier Area box on the left of the screen. On the next screen enter QTLE-99UJNC in the box labelled "contains" then click search. Click on the blue link for the contract title to view the opportunity. To express interest you will need to login. If you are not already registered on [www.bluelight.gov.uk](http://www.bluelight.gov.uk), you will need to return to the home page and click on the "Register Company" link in the Supplier Area box on the left. Registration is free of charge and your user name and password will be emailed to you.

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

Official name: The Police and Crime Commissioner for Cheshire

Postal address: Economic Operators wishing to Express Interest and obtain the Invitation to Tender document, should go to [www.bluelight.gov.uk](http://www.bluelight.gov.uk) and click on New Opportunities which is within the Supplier Area box on the left of the screen. On the next screen enter QTLE-99UJNC in the box labelled "contains" then click search. Click on the blue link for the contract title to view the opportunity. To express interest you will need to login. If you are not already registered on [www.bluelight.gov.uk](http://www.bluelight.gov.uk), you will need to return to the home page and click on the "Register Company" link in the Supplier Area box on the left. Registration is free of charge and your user name and password will be emailed to you

**Tenders or requests to participate must be submitted:** Official name: The Police and Crime Commissioner for Cheshire

Postal address: Economic Operators wishing to Express Interest and obtain the Invitation to Tender document, should go to [www.bluelight.gov.uk](http://www.bluelight.gov.uk) and click on New Opportunities which is within the Supplier Area box on the left of the screen. On the next screen enter QTLE-99UJNC in the box labelled "contains" then click search. Click on the blue link for the contract title to view the opportunity. To express interest you will need to login. If you are not already

registered on [www.bluelight.gov.uk](http://www.bluelight.gov.uk), you will need to return to the home page and click on the "Register Company" link in the Supplier Area box on the left. Registration is free of charge and your user name and password will be emailed to you.

**I.2. Type of the contracting authority**

Body governed by public law

**I.3. Main activity**

Public order and safety

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

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

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**Section II: Object of the contract**

**II.1. Description**

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

On Line Booking System for Driver Training Courses - CPA/SPU/253.

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

Supplies

Purchase

Main site or place of performance: The Police and Crime Commissioner for Cheshire, Headquarters, Clemonds Hey, Oakmere Road

CW7 2UA Winsford United Kingdom.

NUTS code UKD2 Cheshire

**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)**

The Police and Crime Commissioner for Cheshire wishes to invite tenders for the provision of an On Line Database System which can support the in-house delivery and administration of our National and Local Driver Training Courses.

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

48600000 Database and operating software package, 48900000 Miscellaneous software package and computer systems

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

The procurement is covered by the Government Procurement Agreement: no

**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**

The PCC wishes to invite tenders for the provision of an On Line Database System which can

support the in-house delivery and administration of our National and Local Driver Training Courses. The PCC requires a system which provides an administration back end system to the PCC's staff and a front end user web based interface system for Offenders and Trainers. The intention is that the contract will provide a IT based system which will allow full course administration including, but not limited to, online facilities for Offenders to book on to the Driver Training Courses and will also include secure payment facilities and reporting functionality. There is a mandatory requirement for the system to link with NDORS (National Driver Offender Retraining Scheme). The PCC intends to continue with the in-house delivery of courses and are therefore not seeking a Managed Service Provider.

#### **II.2.2. Information about options**

Options: yes

Description of options: There is also an option to extend the Contract for a further 24 months (two periods of 12months).

#### **II.2.3. Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: 2

#### **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**

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#### **III.1. Conditions related to the contract**

##### **III.1.1. Deposits and guarantees required**

A parent company guarantee will be required (if applicable).

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

Terms concerning financing and payment will be set out in the Invitation to Tender.

##### **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.

##### **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: Any supplier may be disqualified who:

(a) is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;

(b) is the subject of proceedings for a declaration of bankruptcy, for an order compulsory winding up the administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;

(c) has been convicted by a judgment which has the force of res judicata in accordance with

- the legal provisions of the country of any offence concerning his professional conduct;
- (d) has been guilty of grave professional misconduct proven by any means which the contract authorities can demonstrate;
  - (e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
  - (f) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
  - (g) is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information;
  - (h) has been the subject of a conviction for participation in a criminal organization, as defined in Article 2(1) of Council Joint Action 98/733/JHA;
  - (i) has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26 May 1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively;
  - (j) has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;
  - (k) has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10 June 1991 on prevention of the use of the financial system for the purpose of money laundering.

Information and formalities necessary for evaluating if requirements are met:

As set out in the Economic Operator Questionnaire which is contained within the Invitation to Tender.

### **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 of these turnovers is available.

Information and formalities necessary for evaluating if requirements are met:

As set out in the Economic Operator Questionnaire which is contained within the Invitation to Tender.

Minimum level(s) of standards possibly required: As set out in the Economic Operator Questionnaire which is contained within the Invitation to Tender.

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

List and brief description of conditions:

(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 capabilities 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, and 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 contracts;

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

Information and formalities necessary for evaluating if requirements are met:

As set out in the Economic Operator Questionnaire which is contained within the Invitation to Tender.

Minimum level(s) of standards possibly required:

As set out in the Economic Operator Questionnaire which is contained within the Invitation to Tender.

#### **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**

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#### **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**

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#### **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**

CPA/SPU/253.

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

no

##### **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: 23.8.2013 - 10:00  
Payable documents: no

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

6.9.2013 - 10:00

##### **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: no 6 (from the date stated for receipt of tender)

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

Date: 6.9.2013 - 10:00

#### **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**

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The Police and Crime Commissioner is committed to equality and diversity in its service provision and will ensure compliance with all legislation covering anti-discrimination and assess suppliers' and service providers' commitment to these aims and values.

The Race Relations Act 1976, as amended by the Race Relations (Amendment) Act 2000, places a statutory duty on local authorities to promote race equality. This means that local authorities in carrying out their various functions must "have due regard to the need to eliminate unlawful racial discrimination and to promote equality of opportunity and good relations between persons of different racial groups".

Economic Operators will be asked to provide copies of policies they have in place to demonstrate their commitment to equal opportunities in respect of sex, age, race, disability, sexual orientation, gender reassignment, pregnancy and maternity, and religion and belief. Economic operators will also be expected to evidence and demonstrate how they will apply, promote, manage and monitor compliance with their policies whilst providing goods/works /services to the Police and Crime Commissioner.

Economic operators will also be required to demonstrate how they check and monitor equal opportunities when using third parties/sub-contractors (if applicable).

Potential suppliers should note that the Contracting Authority reserves the right to cancel this procurement at any stage and not to award the contract. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgment of potential suppliers.

Please note that no volume or value of orders will be guaranteed in respect of this contract.

#### **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**

22.7.2013