

**Ujedinjena Kraljevina-Salford: Usluge skaniranja**  
**OJ S 88/2019 07/05/2019**  
**Obavijest o nadmetanju**  
**Usluge**

**Pravna osnova:**

Direktiva 2014/24/EU

**Odjeljak I: Javni naručitelj**

---

**I.1. Naziv i adrese**

Službeni naziv: HM Revenue and Customs  
Poštanska adresa: 5W Ralli Quays, 3 Stanley Street  
Mjesto: Salford  
NUTS kod: UK United Kingdom  
Poštanski broj: M60 9LA  
Država: Ujedinjeno Kraljevstvo  
Osoba za kontakt: Liam Osborn/Sarah Phillips  
E-pošta: [liam.osborn@hmrc.gov.uk](mailto:liam.osborn@hmrc.gov.uk)  
Telefon: +44 3000532848  
**Internetska(-e) adresa(-e):**  
Glavna adresa: [www.gov.uk](http://www.gov.uk)

**I.2. Podaci o zajedničkoj nabavi**

Ugovor dodjeljuje središnje tijelo za nabavu

**I.3. Komunikacija**

Dokumentacija o nabavi dostupna je besplatno i može joj se u potpunosti pristupiti izravno i neograničeno na: <https://www.contractsfinder.service.gov.uk/Search>  
Ponude ili zahtjevi za sudjelovanje moraju se podnijeti elektronički na: <https://service.ariba.com/Sourcing.aw/ad/s4FullSelfRegister>  
Ponude ili zahtjevi za sudjelovanje moraju se podnijeti na prethodno navedenu adresu  
Dodatne informacije dostupne su na drugoj adresi:  
Službeni naziv: HM Revenue and Customs  
Poštanska adresa: 5W Ralli Quays, Stanley Street  
Mjesto: Salford  
NUTS kod: UK United Kingdom  
Poštanski broj: M60 9LA  
Država: Ujedinjeno Kraljevstvo  
Osoba za kontakt: Sarah Phillips  
E-pošta: [sarah.phillips@hmrc.gov.uk](mailto:sarah.phillips@hmrc.gov.uk)  
Telefon: +44 3000510017  
**Internetska(-e) adresa(-e):**  
Glavna adresa: [www.gov.uk](http://www.gov.uk)

**I.4. Vrsta javnog naručitelja**

Ministarstvo ili drugo državno ili federalno tijelo, uključujući njihove regionalne ili lokalne jedinice

**I.5.**

## Glavna djelatnost

Druga djelatnost: Direct and indirect taxation

### Odjeljak II: Predmet

---

#### II.1. Opseg nabave

##### II.1.1. Naziv

Cheque Processing Services

Referentni broj: SR174089354

##### II.1.2. Glavna CPV oznaka

79999100 Usluge skaniranja

##### II.1.3. Vrsta ugovora

Usluge

##### II.1.4. Kratak opis

HMRC are tendering for a cheque processing solution made up of the provision of hardware for the Authority to operate on its own premises, and a Software as a Service (SaaS) element, which the supplier will manage and operate, to process all the associated metadata.

##### II.1.5. Procijenjena ukupna vrijednost

Vrijednost bez PDV-a: 1 500 000,00 GBP

##### II.1.6. Podaci o grupama

Ovaj ugovor podijeljen je na grupe: ne

#### II.2. Opis

##### II.2.2. Dodatne šifre CPV-a

30216110 Skaneri za računala, 30200000 Računarska oprema i potrepštine

##### II.2.3. Mjesto izvršenja

NUTS kod: UK United Kingdom

Glavna lokacija ili mjesto izvršenja: UNITED KINGDOM.

##### II.2.4. Opis nabave

The authority intends to award a single supplier contract for the provision of a cheque processing solution. The service consists of 3 elements:

- 1) The provision of scanning hardware, at the Authority's premises (Shipleys and Cumbernauld), capable of scanning and extracting data from cheques and supporting payment documentation, such as payslips, etc;
- 2) The provision of Software as a Service (SaaS) operating software capable of:
  - (a) reconciling cheques and payslips;
  - (b) validating HMRC reference numbers;
  - (c) handling exceptions;
  - (d) sending cheque image files for clearing;
  - (e) uploading on to The Authority infrastructure;
  - (f) providing Management Information.
- 3) The provision of support service requirements.

##### II.2.5. Kriteriji za dodjelu

Niže navedeni kriteriji

Kriterij kvalitete - Naziv: Award criteria: social, environmental and innovative characteristics / Ponder: 5 %

Kriterij kvalitete - Naziv: Award criteria: technical merit – background services (including implementation) / Ponder: 5 %

Kriterij kvalitete - Naziv: Award criteria: technical merit — hardware / Ponder: 15 %

Kriterij kvalitete - Naziv: Award criteria: technical merit – Software as a Service (SaaS) – general elements / Ponder: 15 %

Kriterij kvalitete - Naziv: Award criteria: technical merit - Software as a Service (SaaS) – functional requirements / Ponder: 15 %

Kriterij kvalitete - Naziv: Award Criteria: technical merit – support services / Ponder: 5 %

Kriterij troška - Naziv: Award criteria: cost effectiveness / Ponder: 40 %

#### **II.2.6. Procijenjena vrijednost**

Vrijednost bez PDV-a: 1 500 000,00 GBP

#### **II.2.7. Trajanje ugovora, okvirnog sporazuma ili dinamičkog sustava nabave**

Trajanje u mjesecima: 36

Ovaj ugovor podložan je obnavljanju: da

Opis obnavljanja:

The contract will be for a period of 3+1+1 years (36+12+12 months). There will be the option extend by 12 months after the initial 36 month term, and a further option to extend by 12 months, after the initial 12-month extension.

#### **II.2.10. Podaci o varijantama**

Varijante su dopuštene.: ne

#### **II.2.11. Podaci o opcijama**

Opcije: da

Opis opcija:

Lease equipment model and purchase equipment model options will be considered.

#### **II.2.13. Podaci o fondovima Europske unije**

Nabava je povezana s projektom i/ili programom koji se financira iz fondova Europske unije: ne

#### **II.2.14. Dodatni podaci**

### **Odjeljak III: Pravni, gospodarski, financijski i tehnički podaci**

---

#### **III.1. Uvjeti sudjelovanja**

##### **III.1.2. Ekonomska i financijska sposobnost**

Popis i kratki opis kriterija za odabir:

Full details regarding legal, economic, financial and technical information to be provided at the tender stage will be detailed in the tender documentation. Potential tenderers should be aware, however, that they may be required to forward the following information:

(a) a copy of the most recent audited accounts covering the tenderer's last 2 years of trading (or for the period that is available if trading for less than 2 years); or

(b) for the most recent full year of trading, where this information is not available in audited form, a copy of the draft or unaudited financial accounts or equivalent information showing the tenderer's turnover, profit and loss and cash flow position and an end period balance sheet or,

where this cannot be provided, a statement signed by the finance director or similar responsible person detailing any major changes in the current financial position since the date of the latest audited accounts provided.

### **III.1.3. Tehnička i stručna sposobnost**

Popis i kratki opis kriterija za odabir:

Solution must include Magnetic Ink Character Recognition (MICR), Optical Character Recognition (OCR) and Intelligent Character Recognition (ICR).

Solution must be fully implemented by 2.3.2020 and no later.

### **III.2. Uvjeti povezani s ugovorom**

#### **III.2.2. Uvjeti izvršenja ugovora**

The supplier must work with the Authority's IT Infrastructure team and the Authority's banking provider, during the implementation phase of the project.

## **Odjeljak IV: Postupak**

---

### **IV.1. Opis**

#### **IV.1.1. Vrsta postupka**

Otvoreni postupak

#### **IV.1.3. Podaci o okvirnom sporazumu ili dinamičkom sustavu nabave**

#### **IV.1.8. Podaci o Sporazumu o javnoj nabavi (GPA)**

Nabava je obuhvaćena Sporazumom o javnoj nabavi: da

### **IV.2. Administrativni podaci**

#### **IV.2.1. Prethodna objava povezana s ovim postupkom**

Broj objave u Dodatku SL-u: [2018/S 198-448170](#)

#### **IV.2.2. Rok za dostavu ponuda ili zahtjeva za sudjelovanje**

Datum: 28/05/2019 Lokalno vrijeme: 12:00

#### **IV.2.3. Procijenjeni datum slanja poziva na dostavu ponuda ili na sudjelovanje odabranim natjecateljima**

#### **IV.2.4. Jezici na kojima se mogu dostaviti ponude ili zahtjevi za sudjelovanje**

Engleski

#### **IV.2.6. Minimalni rok valjanosti ponude**

Trajanje u mjesecima: 6 (od isteka roka za dostavu ponuda)

#### **IV.2.7. Uvjeti za otvaranje ponuda**

Datum: 28/05/2019 Lokalno vrijeme: 12:00

Podaci o ovlaštenim osobama i postupku otvaranja: HMRC will be using an e-sourcing(e-tendering) tool/application for this procurement. This prevents any information provided by the applicant or tenderer from being viewed by the Authority until the e-sourcing event is closed. The e-sourcing (e-tendering) application will display the closing date and time for this particular tendering exercise within the event. The close time will be the earliest point at which the HMRC nominated or a tender defined evaluation team member will be able to open and view the tender responses. Therefore, the opening time for tenders will coincide with the close date and time for the event and all tenders will become visible to the HMRC nominated or event

defined tender evaluation team in any place that provides access to the e-sourcing tool /application at that time.

## Odjeljak VI: Dopunski podaci

---

### VI.1. Podaci o obnavljanjima

Ova nabava će se ponavljati.: ne

### VI.2. Podaci o elektroničkim tijekovima rada

Prihvaćaju se elektronički računi

Upotrebljavat će se elektroničko plaćanje

### VI.3. Dodatni podaci

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. Economic operators who wish to view the tender documentation electronically can do so by searching on the contracts finder website: <https://www.contractsfinder.service.gov.uk/Search> login 48 hours after the dispatch of this notice. HMRC uses an HMRC instance of SAP Ariba Sourcing Pro (thereafter referred to as HMRC's SAP Ariba) and this must be used to express an interest and/or bid for the opportunity. (Further information about HMRC's SAP Ariba is available on the HMRC website: [www.hmrc.gov.uk/about/supplying.htm](http://www.hmrc.gov.uk/about/supplying.htm)) Economic operators who have used HMRC's SAP Ariba previously will be registered as part of the HMRC Ariba Supplier Network and you should access the system to obtain your account ID number. Contact details on the system should be checked and, where necessary, additional users added to help avoid multiple registrations for the same organisation. Previously registered users having difficulty recovering their account ID number or identifying users within their organisation should email for assistance [sapariba.hmrcsupport@hmrc.gsi.gov.uk](mailto:sapariba.hmrcsupport@hmrc.gsi.gov.uk) Economic operators using HMRC's SAP Ariba for the first time, including suppliers who are already registered on the wider SAP Ariba supplier network, will need to register at <http://hmrc.supplier-eu.ariba.com/ad/register/SSOActions?type=full> (You must ensure that you are directed to the registration page for HMRC's SAP Ariba, identified with the HMRC logo at the top of the page, and to do this you may need to cut and paste the web address directly into your web browser). You will receive a system generated email asking you to activate your SAP Ariba supplier account by verifying your email address. Once you have completed the activation process you will receive a further email confirming the "registration process is now complete" and providing you with "your organisation's account ID" number. If an email response from HMRC is not received within one working day of your request, please re-contact [sapariba.hmrcsupport@hmrc.gsi.gov.uk](mailto:sapariba.hmrcsupport@hmrc.gsi.gov.uk) (after first checking your spam in-box) notifying non-receipt and confirming when your registration request was first made.

Once you have obtained "your account ID" number, please email [e.procurement@hmrc.gsi.gov.uk](mailto:e.procurement@hmrc.gsi.gov.uk) no later than 12:00 on 20.5.2019 with the following information as confirmation that you wish to express an interest and/or bid for the opportunity.

The contract reference shown in Section IV.3.1 of this Contract Notice

Your HMRC SAP Ariba account ID: AN

Your organisation's name:

Your name:

Your email address:

Your telephone number:

Economic operators who have complied with the foregoing will receive an e-mail confirming access to the online questionnaires. If access is not provided within one working day, please contact [e.procurement@hmrc.gsi.gov.uk](mailto:e.procurement@hmrc.gsi.gov.uk) (after first checking your spam in-box) notifying non-receipt and confirming when your request for access to the online questionnaires was first made.

Questionnaires must be fully completed (and any associated hard-copy documents received by HMRC) no later than 12:00 on 28.5.2019. The deadline for clarification questions is 17.5.2019 with responses provided by the 20.5.2019 which will allow the required 6 days for the information to be considered. Tenders not submitted in the required form (or containing the requested information) may be rejected. HMRC does not bind itself to accept any tender and reserves the right to accept any part of the tender unless the tenderer expressly stipulates to the contrary. GO Reference: GO-201953-PRO-14861682

#### **VI.4. Postupci pravne zaštite**

##### **VI.4.1. Tijelo nadležno za postupak pravne zaštite**

Službeni naziv: HM Revenue and Customs

Mjesto: Salford

Država: Ujedinjeno Kraljevstvo

##### **VI.4.2. Tijelo nadležno za postupke mirenja**

Službeni naziv: TBC

Mjesto: Salford

Država: Ujedinjeno Kraljevstvo

#### **VI.5. Datum slanja ove obavijesti**

03/05/2019