

Spojené kráľovstvo-Salford: Skenovacie služby  
OJ S 88/2019 07/05/2019

Oznámenie o vyhlásení verejného obstarávania  
Služby

**Právny základ:**

Smernica 2014/24/EÚ

## Oddiel I: Verejný obstarávateľ

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### I.1. Názov a adresy

Úradný názov: HM Revenue and Customs  
Poštová adresa: 5W Ralli Quays, 3 Stanley Street  
Mesto/obec: Salford  
Kód NUTS: UK United Kingdom  
PSČ: M60 9LA  
Štát: Spojené kráľovstvo  
Kontaktná osoba: Liam Osborn/Sarah Phillips  
E-mail: [liam.osborn@hmrc.gov.uk](mailto:liam.osborn@hmrc.gov.uk)  
Telefón: +44 3000532848  
**Internetová adresa (internetové adresy):**  
Hlavná adresa: [www.gov.uk](http://www.gov.uk)

### I.2. Informácia o spoločnom verejnom obstarávaní

Zákazku prideluje ústredný obstarávací orgán

### I.3. Komunikácia

Súťažné dokumenty sú dostupné priamo a úplne bez obmedzení či poplatkov na: <https://www.contractsfinder.service.gov.uk/Search>  
Ponuky alebo žiadosti o účasť sa musia predložiť elektronicky prostredníctvom: <https://service.riba.com/Sourcing.aw/ad/s4FullSelfRegister>  
Ponuky alebo žiadosti o účasť sa musia predložiť na vyššie uvedenej adrese  
Ďalšie informácie možno získať na inej adrese:  
Úradný názov: HM Revenue and Customs  
Poštová adresa: 5W Ralli Quays, Stanley Street  
Mesto/obec: Salford  
Kód NUTS: UK United Kingdom  
PSČ: M60 9LA  
Štát: Spojené kráľovstvo  
Kontaktná osoba: Sarah Phillips  
E-mail: [sarah.phillips@hmrc.gov.uk](mailto:sarah.phillips@hmrc.gov.uk)  
Telefón: +44 3000510017  
**Internetová adresa (internetové adresy):**  
Hlavná adresa: [www.gov.uk](http://www.gov.uk)

### I.4. Druh verejného obstarávateľa

Ministerstvo alebo iný štátny alebo federálny orgán vrátane regionálnych alebo miestnych útvarov

### I.5.

## Hlavná činnosť

Iná činnosť: Direct and indirect taxation

### Oddiel II: Predmet

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#### II.1. Rozsah obstarávania

##### II.1.1. Názov

Cheque Processing Services  
Referenčné číslo: SR174089354

##### II.1.2. Hlavný kód CPV

79999100 Skenovacie služby

##### II.1.3. Druh zákazky

Služby

##### II.1.4. Stručný 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. Celková odhadovaná hodnota

Hodnota bez DPH: 1 500 000,00 GBP

##### II.1.6. Informácie o častiach

Táto zákazka sa delí na časti: nie

#### II.2. Opis

##### II.2.2. Dodatočné kódy CPV

30216110 Skenery na používanie s počítačom, 30200000 Počítačové zariadenia a spotrebný materiál

##### II.2.3. Miesto vykonania

Kód NUTS: UK United Kingdom  
Hlavné miesto dodania alebo plnenia: UNITED KINGDOM.

##### II.2.4. Opis obstarávania

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 (Shipley 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.

## **Kritériá na vyhodnotenie ponúk**

Nižšie uvedené kritériá

Kritérium kvality - Názov: Award criteria: social, environmental and innovative characteristics /  
Relatívna váha: 5 %

Kritérium kvality - Názov: Award criteria: technical merit – background services (including  
implementation) / Relatívna váha: 5 %

Kritérium kvality - Názov: Award criteria: technical merit — hardware / Relatívna váha: 15 %

Kritérium kvality - Názov: Award criteria: technical merit – Software as a Service (SaaS) –  
general elements / Relatívna váha: 15 %

Kritérium kvality - Názov: Award criteria: technical merit - Software as a Service (SaaS) –  
functional requirements / Relatívna váha: 15 %

Kritérium kvality - Názov: Award Criteria: technical merit – support services / Relatívna váha: 5  
%

Kritérium týkajúce sa nákladov - Názov: Award criteria: cost effectiveness / Relatívna váha: 40  
%

### **II.2.6. Odhadovaná hodnota**

Hodnota bez DPH: 1 500 000,00 GBP

### **II.2.7. Dĺžka trvania zákazky, rámcovej dohody alebo dynamického nákupného systému**

Trvanie v mesiacoch: 36

Toto obstarávanie môže byť obnovené: áno

Opis obnovení:

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. Informácie o variantoch**

Budú sa akceptovať varianty: nie

### **II.2.11. Informácie o opciách**

Opcie: áno

Opis opcí:

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

### **II.2.13. Informácie o fondoch Európskej únie**

Obstarávanie sa týka projektu a/alebo programu financovaného z fondov Európskej únie: nie

### **II.2.14. Doplnujúce informácie**

## **Oddiel III: Právne, ekonomické, finančné a technické informácie**

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### **III.1. Podmienky účasti**

#### **III.1.2. Ekonomické a finančné postavenie**

Zoznam a krátky opis kritérií výberu:

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. Technická a odborná spôsobilosť**

Zoznam a krátky opis kritérií výberu:

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. Podmienky týkajúce sa zákazky**

#### **III.2.2. Podmienky vykonania zákazky**

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

## **Oddiel IV: Postup**

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

#### **IV.1.1. Druh postupu**

Verejná súťaž

#### **IV.1.3. Informácie o rámcovej dohode alebo dynamickom nákupnom systéme**

#### **IV.1.8. Informácie o dohode o vládnom obstarávaní (GPA)**

Na toto obstarávanie sa vzťahuje dohoda o vládnom obstarávaní: áno

### **IV.2. Administratívne informácie**

#### **IV.2.1. Predchádzajúce uverejnenie týkajúce sa tohto obstarávacieho konania**

Číslo oznámenia v Ú. v. EÚ: [2018/S 198-448170](#)

#### **IV.2.2. Lehota na predkladanie ponúk alebo žiadostí o účasť**

Dátum: 28/05/2019 Miestny čas: 12:00

#### **IV.2.3. Predpokladaný dátum odoslania výziev na súťaž alebo na účasť vybraným uchádzačom**

#### **IV.2.4. Jazyk (jazyky), v ktorom (ktorých) možno predkladať ponuky alebo žiadosti o účasť**

Angličtina

#### **IV.2.6. Minimálna lehota, počas ktorej sú ponuky uchádzačov viazané**

Trvanie v mesiacoch: 6 (od uplynutia lehoty na predkladanie ponúk)

#### **IV.2.7. Podmienky na otváranie ponúk**

Dátum: 28/05/2019 Miestny čas: 12:00

Informácie o oprávnených osobách a otváraní ponúk: 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.

## Oddiel VI: Doplnkové informácie

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### VI.1. Informácie o opakovaní obstarávania

Toto obstarávanie sa bude opakovať: nie

### VI.2. Informácie o elektronickom riadení práce

Bude sa akceptovať elektronická fakturácia

Použijú sa elektronické platby

### VI.3. Doplnujúce informácie

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. Postupy preskúmania**

##### **VI.4.1. Orgán zodpovedný za preskúmanie**

Úradný názov: HM Revenue and Customs

Mesto/obec: Salford

Štát: Spojené kráľovstvo

##### **VI.4.2. Orgán zodpovedný za mediáciu**

Úradný názov: TBC

Mesto/obec: Salford

Štát: Spojené kráľovstvo

##### **VI.5. Dátum odoslania tohto oznámenia**

03/05/2019