

Förenade kungariket-Salford: Skanning
OJ S 88/2019 07/05/2019
Meddelande om upphandling
Tjänster

Rättslig grund:
direktiv 2014/24/EU

Avsnitt I: Upphandlande myndighet

I.1. Namn och adresser

Officiellt namn: HM Revenue and Customs
Postadress: 5W Ralli Quays, 3 Stanley Street
Ort: Salford
Nuts-kod: UK United Kingdom
Postnummer: M60 9LA
Land: Förenade kungariket
Kontaktperson: Liam Osborn/Sarah Phillips
E-post: liam.osborn@hmrc.gov.uk
Telefon: +44 3000532848
Internetadress(er):
Allmän adress: www.gov.uk

I.2. Information om gemensam upphandling

Kontraktet tilldelas av en inköpscentral

I.3. Kommunikation

Upphandlingsdokumenten finns tillgängliga för obegränsad, fullständig och direkt tillgång kostnadsfritt på: <https://www.contractsfinder.service.gov.uk/Search>
Anbud eller anbudsansökningar ska skickas elektroniskt via: <https://service.ariba.com/Sourcing.aw/ad/s4FullSelfRegister>
Anbud eller anbudsansökningar ska skickas till ovannämnda adress
Ytterligare upplysningar kan erhållas från annan adress:
Officiellt namn: HM Revenue and Customs
Postadress: 5W Ralli Quays, Stanley Street
Ort: Salford
Nuts-kod: UK United Kingdom
Postnummer: M60 9LA
Land: Förenade kungariket
Kontaktperson: Sarah Phillips
E-post: sarah.phillips@hmrc.gov.uk
Telefon: +44 3000510017
Internetadress(er):
Allmän adress: www.gov.uk

I.4. Typ av upphandlande myndighet

Departement eller annan central, regional eller lokal statlig myndighet

I.5. Huvudsaklig verksamhet

Annan verksamhet: Direct and indirect taxation

II.1. Upphandlingens omfattning

II.1.1. Benämning på upphandlingen

Cheque Processing Services
Referensnummer: SR174089354

II.1.2. Huvudsaklig CPV-kod

79999100 Skanning

II.1.3. Typ av kontrakt

Tjänster

II.1.4. Kort beskrivning

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. Uppskattat totalt värde

Värde exkl. moms: 1 500 000,00 GBP

II.1.6. Information om delar

Kontraktet är uppdelat i flera delar: nej

II.2. Beskrivning

II.2.2. Ytterligare CPV-kod(er)

30216110 Bildläsare, 30200000 Datorer och datamateriel

II.2.3. Plats för utförande

Nuts-kod: UK United Kingdom
Huvudsaklig plats för byggnation/anläggning eller utförande: UNITED KINGDOM.

II.2.4. Beskrivning av upphandlingen

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 (Shipleigh 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. Tilldelningskriterier

Kriterier nedan

Kvalitetskriterium - Namn: Award criteria: social, environmental and innovative characteristics /
Viktning: 5 %

Kvalitetskriterium - Namn: Award criteria: technical merit – background services (including implementation) / Viktning: 5 %

Kvalitetskriterium - Namn: Award criteria: technical merit — hardware / Viktning: 15 %

Kvalitetskriterium - Namn: Award criteria: technical merit – Software as a Service (SaaS) – general elements / Viktning: 15 %

Kvalitetskriterium - Namn: Award criteria: technical merit - Software as a Service (SaaS) – functional requirements / Viktning: 15 %

Kvalitetskriterium - Namn: Award Criteria: technical merit – support services / Viktning: 5 %

Kostnadskriterium - Namn: Award criteria: cost effectiveness / Viktning: 40 %

II.2.6. Uppskattat värde

Värde exkl. moms: 1 500 000,00 GBP

II.2.7. Kontraktets, ramavtalets eller det dynamiska inköpssystemets löptid

Antal månader: 36

Detta kontrakt kan förlängas: ja

Beskrivning av förlängning:

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. Information om alternativa anbud

Alternativa anbud accepteras: nej

II.2.11. Information om optioner

Option: ja

Beskriv optionen:

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

II.2.13. Information om EU-medel

Kontraktet är knutet till projekt och/eller program som finansieras med EU-medel: nej

II.2.14. Kompletterande upplysningar

Avsnitt III: Juridisk, ekonomisk, finansiell och teknisk information

III.1. Villkor för deltagande

III.1.2. Ekonomisk och finansiell ställning

En förteckning över och kortfattad beskrivning av urvalskriterierna:

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. Teknisk kunskap och yrkeskunskap

En förteckning över och kortfattad beskrivning av urvalskriterierna:
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. Villkor för kontraktet

III.2.2. Villkor för fullgörande av kontrakt

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

Avsnitt IV: Förfarande

IV.1. Beskrivning

IV.1.1. Typ av förfarande

Öppet förfarande

IV.1.3. Information om ramavtal eller dynamiskt inköpssystem

IV.1.8. Information om avtalet om offentlig upphandling

Upphandlingen omfattas av avtalet om offentlig upphandling: ja

IV.2. Administrativ information

IV.2.1. Tidigare offentliggörande angående detta förfarande

Meddelandennummer i EUT: [2018/S 198-448170](#)

IV.2.2. Sista datum för mottagande av anbud eller anbudsansökningar

Datum: 28/05/2019 Lokal tid: 12:00

IV.2.3. Uppskattat datum för avsändande av inbjudan till utvalda kandidater att lämna anbud eller delta

IV.2.4. Språk som får användas i anbud eller anbudsansökningar

Engelska

IV.2.6. Minimiperiod under vilken anbudsgivaren är bunden av sitt anbud

Antal månader: 6 (fr.o.m. angivet datum för mottagande av anbud)

IV.2.7. Anbudsöppning

Datum: 28/05/2019 Lokal tid: 12:00

Information om bemyndigade personer och öppningsförfarande: 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.

Avsnitt VI: Kompletterande upplysningar

VI.1. Är detta en återkommande upphandling

Detta är en återkommande upphandling: nej

VI.2. Information om elektroniska arbetsflöden

Elektronisk fakturering godtas

Elektronisk betalning tillämpas

VI.3. Kompletterande upplysningar

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) 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 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 (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 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 (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. Överprövningsförfaranden

VI.4.1. Behörigt organ vid överprövning

Officiellt namn: HM Revenue and Customs

Ort: Salford

Land: Förenade kungariket

VI.4.2. Behörigt organ vid medling

Officiellt namn: TBC

Ort: Salford

Land: Förenade kungariket

VI.5. Datum då meddelandet sänts

03/05/2019