

## CONTRACT NOTICE

## SECTION I: CONTRACTING AUTHORITY

## I.1) Name, Address and Contact Point(s)

<b>Official Name:</b> Ofcom (Office of Communications)		
<b>Postal Address:</b> Riverside House, 2a Southwark Bridge Road,		
<b>Town:</b> London	<b>Postal Code:</b> SE1 9HA	<b>Country:</b> GB
<b>Contact Point:</b> Project Director <b>For the attention of:</b> Steve Chilingirian		<b>Telephone:</b> ++44(0)2079813668
<b>E-Mail:</b> OFISS.Project@ofcom.org.uk		<b>Fax:</b> n/a
<b>General Address of the contracting authority (URL)</b> www.ofcom.org.uk <b>Address of the Buyers Profile (URL)</b>		
Further information can be obtained at:	<input checked="" type="checkbox"/> As in above mentioned contact point(s) <input type="checkbox"/> Other: <i>Please complete Annex A.I</i>	
Specifications and further documents can be obtained at:	<input checked="" type="checkbox"/> As in above mentioned contact point(s) <input type="checkbox"/> Other: <i>Please complete Annex A.II</i>	
Tenders or requests to participate must be sent to:	<input checked="" type="checkbox"/> As in above mentioned contact point(s) <input type="checkbox"/> Other: <i>Please complete Annex A.III</i>	

## I.2) Type of contracting Authority and Main Activity or Activities

<input type="checkbox"/> Ministry or any other national or federal authority, including their regional or local sub-divisions	<input type="checkbox"/> General public services
<input type="checkbox"/> National or federal agency/Office	<input type="checkbox"/> Defence
<input type="checkbox"/> Regional or local Authority	<input type="checkbox"/> Public order and safety
<input type="checkbox"/> Regional or local Agency/Office	<input type="checkbox"/> Environment
<input checked="" type="checkbox"/> Body governed by public law	<input type="checkbox"/> Economic and financial affairs
<input type="checkbox"/> European Institution/Agency or International Organisation	<input type="checkbox"/> Health
	<input type="checkbox"/> Housing and community amenities
	<input type="checkbox"/> Social protection
	<input type="checkbox"/> Recreation, culture and religion
	<input type="checkbox"/> Education
	<input checked="" type="checkbox"/> Other ( <i>Please specify</i> ) Regulatory body in respect of the regulation of communications pursuant to the Office of Communications Act 2002 and the Communications Act 2003.

The contracting authority is purchasing on behalf of other contracting authoritiesNo

## SECTION II: OBJECT OF THE CONTRACT

## II.1) Description

- II.1.1) Title attributed to the contract by the contracting authority  
Ofcom Future Information Systems Services Project (the "OFISS Project")
- II.1.2 (a)) Type of works contract
- II.1.2 (b)) Type of supplies contract
- II.1.2 (c)) Type of service contract  
Service category7
- II.1.2) Main site or location of works, place of delivery or performance

The main sites for the performance of the contract are as set out in paragraph 3.2 of the Project Information Memorandum.

NUTS Code UKI

- II.1.3) This notice involves
- A public contract
  - The setting up of a Dynamic Purchasing System
  - The establishment of a framework agreement

- II.1.4) Information on framework agreement (*if applicable*)
- Framework agreement with a single operators
  - Framework agreement with several operators

Number of participants to the framework agreement envisaged

Duration of the framework agreement

Justification for a framework agreement the duration of which exceeds four years

Estimated total value of purchases for the entire duration of the framework agreement

Frequency and value of the contracts to be awarded

- II.1.5) Short description of the contract or purchase(s)
- The provision of information, communications and technology (ICT) services which may include:
- (i) Managed services for service desk, desktop, personal productivity, file and print, website, intranet, telephony and communications services;
  - (ii) Managed services for hosting, data storage, LAN/WAN, voice network, server hardware, operating system, backup recovery and archiving;
  - (iii) Development and support of business applications including SAP, Siebel, Oracle and a specialist Spectrum Management System, and other customised commercial off the shelf and in-house developed applications;
  - (iv) Development and support of software as a service and cloud services;
  - (v) Implementation and management of ICT security, business continuity planning and disaster recovery;
  - (vi) Additional services which may include hardware maintenance, IT architecture and planning, IT hardware and software procurement, service management implementation, management of third parties and project management; and
  - (vii) Other related services as more particularly described in the Project Information Memorandum available in the manner described in Section VI.3.
- The managed ICT services are to be provided at multiple locations within the UK a detailed list of which is set out in paragraph 3.2 of the Project Information Memorandum.
- Ofcom is committed to the sustainability of the environment and requires the provision of ICT services to embrace sustainable practices and reserves its right to take this into account at any stage during the procurement including award.

- II.1.6) Common Procurement Vocabulary (CPV)
- |                    | Main vocabulary | Supplementary vocabulary ( <i>when applicable</i> ) |
|--------------------|-----------------|---|
| Main object        | <b>72500000</b> |   |
| Additional objects | <b>32000000</b> |   |
|                    | <b>32400000</b> |   |
|                    | <b>32524000</b> |   |
|                    | <b>50300000</b> |   |
|                    | <b>64200000</b> |   |
|                    | <b>64212000</b> |   |
|                    | <b>72220000</b> |   |
|                    | <b>72222000</b> |   |
|                    | <b>72222300</b> |   |
|                    | <b>72228000</b> |   |
|                    | <b>72250000</b> |   |
|                    | <b>72253000</b> |   |
|                    | <b>72261000</b> |   |
|                    | <b>72262000</b> |   |
|                    | <b>72315000</b> |   |
|                    | <b>72510000</b> |   |

72511000  
 72710000  
 72720000  
 73220000  
 72317000  
 72000000  
 30200000  
 48000000  
 48610000  
 48620000  
 48820000  
 72251000  
 72252000

II.1.7) Contract covered by the Government Procurement Agreement (GPA)



II.1.8) Division into lots

No

II.1.9) Will variants be accepted

Yes

## II.2) Quantity or Scope of the Contract

II.2.1) Total quantity or scope

Estimated value (excluding VAT) between 4 million and 8 million GBP per annum.

II.2.2) Options

Yes. Initial contractual duration will be determined during the course of the dialogue however it will be for a period of up to 5 (five) years. To the extent that the initial term is less than 5 (five) years then the contract will include an option to extend the contract to take the total term of the contract to 5 (five) years. Any such option would be exercisable at the Authority's discretion and may apply to all of the services, or alternatively only to specific services.

Provisional timetable for recourse to these options

Number of possible renewals

In the case of renewable supplies or service contracts, estimated time frame for subsequent contracts

## SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

### III.1) Conditions Relating to the Contract

III.1.1) Deposits and guarantees required

A parent company guarantee(s) and/or a performance bond may be required as a condition of award of contract.

III.1.2) Main Terms of financing and payment and/or reference to the relevant provisions

The main terms will be detailed in the form of contract which will be provided to all bidders invited to take part in a dialogue.

III.1.3) Legal form to be taken by the grouping of suppliers, contractors or service providers to whom the contract is to be awarded

No special legal form is required but one member of a consortium may be required to accept responsibility for the other member(s), and a consortium may be required to form a legal entity with appropriate parent company guarantees as a condition of award of contract.

III.1.4) Other particular conditions to which the performance of the contract is subject

(i) Candidates who successfully pre-qualify and are invited into the dialogue stage will be required to sign a confidentiality undertaking prior to the release of the Invitation to Participate in Dialogue documents; and  
 (ii) The successful Contractor will be required to acknowledge that although it may provide goods or services in connection with Ofcom's activities relating to the London 2012 Olympic Games and Paralympic Games (the "Games"), Ofcom does not confer on the Contractor any rights to use any trade marks, trade names, logos or other intellectual property rights belonging to the London Organising Committee of the Olympic Games and Paralympic Games Limited or the Olympic Delivery Authority. The Contractor shall also undertake not to represent that it and/or its products or services are in any way associated with those organisations or the Games.

### III.2) Conditions for Participation

III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers

Information and formalities necessary for evaluating if requirements are met:

The economic operator and/or members of the consortium must meet the requirements set out in Regulation 23 of the Public Contracts Regulations 2006, as further described in paragraph 3 of the Pre-Qualification Questionnaire a copy of which is obtainable from the contact point identified in Section VI.3.

III.2.2) Economic and financial capacity

Information and formalities necessary for evaluating if requirements are met:

The economic operator and/or members of the consortium in aggregate must meet the requirements set out in Regulation 24 of the Public Contracts Regulations 2006, as further described in section B of the Pre-Qualification Questionnaire a copy of which is obtainable from the contact point identified in Section VI.3.

Minimum level(s) of standard possibly required

The economic operator and/or members of the consortium, in their expression of interest, must provide the evidence as further described in paragraph 3 and section B of the Pre-Qualification Questionnaire a copy of which is obtainable from the contact point identified in Section VI.3.

III.2.3) Technical capacity

Information and formalities necessary for evaluating if requirements are met:

The economic operator and/or members of the consortium must meet the requirements set out in Regulation 25 of the Public Contracts Regulations 2006, as further described in paragraph 3 and section C of the Pre-Qualification Questionnaire a copy of which is obtainable from the contact point identified in Section VI.3.

Minimum level(s) of standard possibly required

III.2.4) Reserved contracts

The contract is restricted to sheltered workshops

The execution of the contract is restricted to the framework of sheltered employment programmes

**III.3) Conditions Specific to Service Contracts**

III.3.1) Is provision of the service reserved to a specific profession?

No

III.3.2) Will legal entities be required to state the names and professional qualifications of the personnel responsible for the execution of the service?

Yes

**SECTION IV: PROCEDURE**

**IV.1) Type of Procedure**

Open  Restricted

Accelerated restricted  Negotiated

Accelerated negotiated  Competitive dialogue

Justification for the choice of accelerated procedure

IV.1.1) Have candidates already been selected?

No

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate

Envisaged minimum number 6 and maximum number

Objective criteria for choosing the limited number of candidates

This will be set out in the Pre-Qualification Questionnaire a copy of which is obtainable from the contact point identified in Section VI.3. In particular please see paragraph 3, sections A to C, annex B and annex D.

IV.1.3) Reduction of the number of operators during the negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

**IV.2) Award Criteria**

A) Lowest Price No

B) The most economically advantageous tender in terms of:

B1) Criteria as stated in contract documents: Yes

B2) Criteria as stated below: No

Criteria

Weighting

IV.2.2) An electronic auction will be used

No

**IV.3 Administrative Information**

- IV.3.1) Reference number attributed to the notice by the contracting authority  
ITT 74/09
- IV.3.2) Previous publication(s) concerning the same contract  
Prior Information Notice   
Notice on a Buyer Profile   
  
Other previous publications
- IV.3.3) Conditions for obtaining specifications and additional documents  
Obtainable until 04-01-2010  
  
Price (*where applicable*) Currency:  
  
Terms and method of payment:
- IV.3.4) Time-limit for receipt of tenders or requests to participate  
07-01-2010 15:00
- IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates  
Estimated date 20-01-2010
- IV.3.6) Language or languages in which tenders or requests to participate can be drawn up  
EN
- IV.3.7) Minimum time frame during which the tenderer must maintain the tender
- IV.3.8) Conditions for opening tenders  
Persons authorised to be present at the opening of tenders (*where applicable*)  
  
Date:  
Place:

**SECTION VI: OTHER INFORMATION**

- VI.1) Indicate whether this procurement is a recurrent one and the Estimated timing for further notices to be published**
- VI.2) Does the contract relate to a Project/Programme financed by Community Funds?**  
No  
  
*If yes, indicate the project/programme and any useful reference*
- VI.3) Additional Information**  
Copies of the Pre-Qualification Questionnaire and the accompanying Project Information Memorandum may be obtained by contacting Steve Chilingirian by email at OFISS.Project@ofcom.org.uk (candidates should supply to the Authority a contact name, address and email when submitting a request for the pre-qualification documents). Please note that 'request to participate' is by completion and return of the Answer Sheet attached as Annex E to the Pre-Qualification Questionnaire by 3pm on 7 January 2010.  
Please note that when requesting the Pre-Qualification Questionnaire and the accompanying Project Information Memorandum candidates must confirm the email address to which information regarding any possible clarifications and/or permitted amendments in respect of the documents may be sent. Failure to do so may result in candidates not receiving important information regarding such clarifications and/or permitted amendments and the Authority does not accept any liability in respect of any loss incurred as a result of a failure by candidates to provide a contact email address to the Authority.  
In addition, in relation to Section II 1.9. please note that variants may be accepted by the Authority provided that their form and nature are approved by the Authority in advance.  
(MT Ref:63256)
- VI.4) Procedures for appeal**
- VI.4.1) Body responsible for appeal procedures**  
**Official Name:**  
**Postal Address:**  
**Town:** **Postal Code:**  
**E-Mail:** **Telephone:** **Country:**  
**Internet address (URL):** **Fax:**  
  
**Body responsible for mediation procedures**  
**Official Name:**  
**Postal Address:**

Town:  
E-Mail:  
Internet address (URL):

Postal Code:  
Telephone:  
Fax:

Country:

**VI.4.2) Lodging of appeals**

**Precise information on deadline(s) for lodging appeals:**

In accordance with the Public Contracts Regulations 2006 (SI 2006 No. 5).

**VI.4.3) Service from which information about the lodging of appeals may be obtained**

**Official Name:**

**Postal Address:**

**Town:**

**E-Mail:**

**Internet address (URL):**

**Postal Code:**

**Telephone:**

**Fax:**

**Country:**

**VI.5) Dispatch date of this Notice**

01-12-2009

**ANNEX A**

**Additional Addresses and Contact Points**

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