

IRELAND - SYSTEM AND SUPPORT SERVICES - INVITATION TO TENDER FOR THE PROVISION OF ICT SUPPORT SERVICES FOR THE INSTITUTE OF PUBLIC ADMINISTRATION

Contract or concession notice – standard regime

1. Buyer

1.1 Buyer

Official name: Institute of Public Administration_299

Legal type of the buyer: Body governed by public law

Activity of the contracting authority: Education

2. Procedure

2.1 Procedure

Title: Invitation to Tender for the Provision of ICT Support Services for the Institute of Public Administration

Description: The competition relates to a single party framework agreement for the provision of ICT support services for IPA IT applications. The Institute of Public Administration (IPA) wish to engage the services of an IT Consultant to advise and assist with the development and implementation of systems integration, of the IPA's suite of IT applications, for a fixed period of time. In addition the consultant will be required to provided application support for existing IPA systems during the life cycle of the framework. The consultant will work closely with internal and external stakeholders of the IPA for the duration of the framework. Additional related services may be required over the life of the framework. Tenderers must associate themselves with this competition in order to access the tender documents, ask and receive queries and submit a tender response. All responses must be submitted in a ZIP FILE format.

Procedure identifier: 8b645456-9faf-4f94-a62a-bfd4f2676b61

Type of procedure: Open

The procedure is accelerated: No

2.1.1 Purpose

Nature of the contract: Services

Main classification (cpv): 72250000 System and support services

Additional classification (cpv): 72260000 Software-related services

Additional classification (cpv): 72220000 Systems and technical consultancy services

Additional classification (cpv): 72600000 Computer support and consultancy services

Additional classification (cpv): 72610000 Computer support services

Additional classification (cpv): 72611000 Technical computer support services

2.1.3 Value

Estimated value excluding VAT: 200,000 EUR

Maximum value of the framework agreement: 200,000 EUR

2.1.4 General information

Legal basis:

Directive 2014/24/EU

2.1.5 Terms of procurement

Terms of submission:

Maximum number of lots for which one tenderer can submit tenders: 0

2.1.6 Grounds for exclusion

Purely national exclusion grounds: Please refer to the Selection Criteria contained within the tender document

5. Lot

5.1 Lot: LOT-0001

Title: Invitation to Tender for the Provision of ICT Support Services for the Institute of Public Administration

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Internal identifier: 0

5.1.1 Purpose

Nature of the contract: Services

Main classification (cpv): 72250000 System and support services

Additional classification (cpv): 72260000 Software-related services

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Additional classification (cpv): 72600000 Computer support and consultancy services

Additional classification (cpv): 72610000 Computer support services

Additional classification (cpv): 72611000 Technical computer support services

5.1.5 Value

Estimated value excluding VAT: 200,000 EUR

Maximum value of the framework agreement: 200,000 EUR

5.1.6 General information

Reserved participation: Participation is not reserved.

Procurement Project not financed with EU Funds.

This procurement is also suitable for small and medium-sized enterprises (SMEs)

Additional information: (1) Interested parties must associate their organisation with this competition on the eTenders web site (www.etenders.gov.ie) in order to be included on the mailing list for clarifications and to upload tender responses. To do this you must do the following: Log-in to the eTenders portal; Locate the competition using the Advanced Search by searching under the Contracting Authority or Resource ID. Click on the hyperlink for the competition which will bring you to

the CfT Workspace. In the Show CfT Menu for the competition click on the “Expression of Interest in the drop-down menu. Complete the Association with the CfT tab. This will then provide you with a link to Tender under the Show CfT Menu where you can prepare your submission. (2) When finalising your tender submission please upload your final response as a ZIP file as individual documents may lose their titles if uploaded individually. Also ensure that you receive a message under the status header called Submitted, as the percentage tab does not necessarily imply you have successfully submitted your response. (3) There is a maximum upload limit of 250MB per file and 500MB per tender submission. (4) Suppliers should note the following when making their submission suppliers must ensure that they give themselves sufficient time to upload & submit all required documentation before the submission deadline. Suppliers should consider the fact that upload speeds vary and that the new eTenders system operates in a different manner to the previous platform operated by EU-Supply. The submit button will be disabled automatically upon the expiration of the response deadline. (5) If you experience difficulty when uploading documents, please contact the eTenders Support Desk for technical assistance. Email irish-eproc-helpdesk@eurodym.com or Telephone: +353(0)818 001459 (09:00 – 17:00 hours). (6) Tenders submitted by any other means (including but not limited to email, post, messaging system on etenders or hand delivery) will not be accepted. (7) All information relating to attachments, including clarifications and changes, will be published on the Irish Government Procurement Opportunities Portal (www.etenders.gov.ie) only. Registration is free of charge. The contracting authority will not accept responsibility for information relayed (or not relayed) via third parties. (8) All queries regarding this tender requirement or process must be submitted through the Irish Government Procurement Opportunities Portal www.etenders.gov.ie as a specific question. Responses will be circulated to those tenderers that have registered an interest in this notice on www.etenders.gov.ie. The details of the person making a query will not be disclosed when circulating the response (9) The contracting authority will not be responsible for any costs, charges or expenses incurred by candidates or tenderers. Contract award will be subject to the approval of the competent authorities. (10) Without prejudice to the principle of equal treatment, the contracting authority is not obliged to engage in a clarification process in respect of the procurement documents with missing or incomplete information. Therefore, respondents are advised to ensure that they return completed documentation in order to avoid the risk of elimination from the competition. (11) Where applicable, please note in relation to all documents, that where reference is made to a particular standard, make, source, process, trademark, type, or patent, that this is not to be regarded as a de facto requirement. In all such cases it should be understood that such indications are to be treated strictly and solely for reference purposes only, to which the words "or equivalent" will always be appended. (12) At its absolute discretion, the contracting authority may elect to terminate this procurement process, the framework agreement or any contract awarded under the framework agreement at any time.

5.1.9 Selection criteria

Criterion:

Type: Other

Name: See Tender Document

Description: See Tender Document

Use of this criterion: Used

5.1.11 Procurement documents

Address of the procurement documents: [https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=2715292,](https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=2715292)

5.1.12 Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.etenders.gov.ie/epps/eawarding/showTenderList.do?resourceId=2715292>

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Tenderers may submit more than one tender

Deadline for receipt of tenders: 2023-12-07Z 17:00:00Z

Deadline until which the tender must remain valid: 12 MONTH

Information about public opening:

Date/time: 2023-12-07Z 17:30:00Z

Place: <https://www.etenders.gov.ie/epps/cft/prepareViewCFTWS.do?resourceId=2715292>

Terms of contract:

Electronic invoicing: Required

Electronic ordering will be used

Electronic payment will be used

5.1.15 Techniques

Framework agreement:

Framework agreement, without reopening of competition

Information about the dynamic purchasing system

No dynamic purchase system

Electronic auction:

5.1.16 Further information, mediation and review

Review organisation: The High Court of Ireland

Organisation providing offline access to the procurement documents: Institute of Public Administration_299

Organisation receiving requests to participate: Institute of Public Administration_299

Organisation processing tenders: Institute of Public Administration_299

8. Organisations

8.1 ORG-0001

Official name: Institute of Public Administration_299

Registration number: Unknown

Town: Lansdowne Road, Dublin 4

Country: Ireland

Email: procurement@ipa.ie

Telephone: +353 12403600

Buyer profile: <https://www.ipa.ie>

Roles of this organisation:

Buyer

Organisation providing offline access to the procurement documents

Organisation receiving requests to participate

Organisation processing tenders

8.1 ORG-0002

Official name: The High Court of Ireland

Registration number: The High Court of Ireland

Department: The High Court of Ireland

Postal address: Four Courts, Inns Quay, Dublin 7

Town: Dublin

Postcode: D07 WDX8

Country: Ireland

Email: HighCourtCentralOffice@courts.ie

Telephone: +353 1 8886000

Roles of this organisation:

Review organisation

8.1 ORG-0003

Official name: European Dynamics S.A.

Registration number: 002024901000

Department: European Dynamics S.A.

Town: Athens

Country: Greece

Email: eproc-esender@eurodyn.com

Telephone: +30 2108094500

Roles of this organisation:

TED eSender

11. Notice information

11.1 *Notice information*

Notice identifier/version: b992aa6f-85fd-4311-bfd0-95015c6f2bf0 - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice dispatch date: 2023-11-16Z 12:38:38Z

Languages in which this notice is officially available: English

11.2 *Publication information*