

**WRITTEN QUESTION TO THE MINISTER FOR TREASURY AND RESOURCES
BY DEPUTY M.R. HIGGINS OF ST. HELIER
ANSWER TO BE TABLED ON TUESDAY 23rd OCTOBER 2012**

Question

Will the Minister publish -

- (a) the full tender documentation for what is now called the Managed Print Tender;
- (b) the timeline adopted for the tender including details of any amendments to it;
- (c) full details of the assessment process and criteria used to determine the outcome of the tender; and,
- (d) explain in detail how the anticipated savings from the contract will be assessed?

Answer

It is disappointing that Deputy Higgins has not taken up the Assistant Minister's offer of meeting the Corporate Procurement team in order to be fully briefed on the managed print project. It is also concerning that the Deputy chooses to be advised by sources not party to the complete process. A detailed understanding of the procurement process and associated decision making should allay any concerns.

The high level assessment criteria upon which the tendering companies were assessed were in line with the OGC (UK Office of Government Commerce) Contract for Managed Print Services and the shortlisted suppliers bid in accordance with these criteria. The high level weightings are set out below but individual scores cannot as they are commercially sensitive. Private company's who tender for Public sector work do so with the expectation that their tenders are, and will remain, commercially confidential. It is therefore not appropriate to release details of private company's bids for general public review.

Weightings:

- Technical ability 30%
- Customer / user feedback 20%
- Commercial proposal 50%

The timeline for the tender process is set out below

Business Case and Project Team Formation	December 2007
Express of Interest Advert in JEP & OJEU	January 2008
Pre-Qualification Questionnaires issued and scored	February 2008
3 Suppliers Shortlisted	February 2008

3 Shortlisted suppliers invited to response to Invitation to Tender (ITT)	June 2008
ITT received and scored	September 2008
2 Suppliers requested to thorough survey for Cyril Le Marquand House	September 2008
Reference Site Visit undertaken by Project team	October 2008
Survey received and evaluated by Project team	October 2008
Award decision could not be reached as suppliers assessed at this point of equal ability OGC engaged to assist Project team to determine progression	October/November 2008
OGC advise recommended inviting 2 suppliers to under pilot trial of their proposed solutions	November 2008
Project review - Project team	Qrt 1&2 2009
Project planning 'Pilot' sites	May / June 2009
Suppliers requested to undertaken pilots	May / June 2009
Preparation of survey and financial comparisons in preparation of pilot trials	Aug / Sept 2009
Pilot Trials undertaken	Nov / Dec 2009
Pilots scored	Jan / Feb 2010
Evaluation report completed with preferred supplier recommendation	April 2010
CMB approval	June 2010

An audit of the project would be the most effective way of dealing with this matter whilst protecting the commercial position of the affected parties and the Minister is supportive of the entire process being reviewed by the PAC. The offer remains open to Deputy Higgins to be fully briefed.