

ADVERTISEMENT OF INSTALLATION AND CONFIGURATION OF DATABASE PRESERVATION TOOLKIT (DBPTK)



## 1. PURPOSE

The Danish National Archives (hereinafter referred to as the "contracting authority") requires the performance of a task concerning the installation and configuration of Database Preservation Toolkit (DBPTK).

The contracting authority hereby invites interested eligible companies to submit offers for the solution of this task. The contracting authority's eligibility requirements can be found in the advertisement at [www.udbud.dk](http://www.udbud.dk).

## 2. SCOPE OF THE TASK

The advertisement includes the procurement of installation and configuration of DBPTK (Database Preservation Toolkit, <https://database-preservation.com/>). The task is described in more detail in Annex 1.

## 3. PERSONAL DATA

The contracting authority processes personal information in connection with receiving offers, typically contact information for one or more employees of the bidder. The General Data Protection Regulation grants rights to the registered, and the contracting authority's processing of personal data are described in the privacy notice at <https://en.rigsarkivet.dk/data-protection-and-privacy-policy/privacy-policy/>.

Together with the offer, the bidder is requested to submit a declaration of notification of processing of personal data in connection with the advertisement process, cf. Annex D. The declaration is requested completed and signed by the bidder.

## 4. PROCEDURE FOR THE ADVERTISEMENT

The contracting authority advertises the task in accordance with Title IV of the Danish Public Procurement Act, as the contracting authority has determined that this contract has a clear cross-border interest.

The process for submitting offers is organized as shown below.

### 4.1 Advertising material

The material that forms the basis for the submission of offers consists of the following:

- a. Advertising conditions (this document)
- b. Annex 1 - The contracting authority's description of the task
- c. Annex 2 - The contracting authority's draft contract

### 4.2 Submission of offers

The bidder must prepare a written offer. Only one offer may be made per bidder.

The offer must not exceed 10 pages. Pages beyond the maximum number will not be included in the evaluation. In the event that more than the specified number of pages are submitted, only the first 10 pages will be considered in the evaluation.



Offers must be received no later than 14 April 2024, 23:59. Offers received after this date will not be considered.

Offers must be submitted in writing to [data@rigsarkivet.dk](mailto:data@rigsarkivet.dk)

The offer must include descriptions in relation to the award criteria below, and the offers will subsequently be assessed based on these criteria.

The offer and all related material shall be in English or Danish/Norwegian/Swedish.

The bidder must abide its offer for 3 months after the deadline for submission of offers.

The bidder's costs associated with submitting the offer are irrelevant to the contracting authority, also if the contracting authority decides to cancel the advertisement without awarding a contract.

The contracting authority is not obliged to return the offers to the bidders.

### 4.3 Negotiation

The contracting authority reserves the right to negotiate on the basis of the offers received.

### 4.4 Contract award

The task has a maximum price of DKK 200.000 exclusive VAT. Offers over this price will be rejected.

In connection with the award of the contract, the contracting authority will base the award on the following criteria:

- Price: 40 pct.  
The task has a maximum price of DKK 200,000 exclusive of VAT. The bidder shall provide an hourly rate as well as an estimate for the completion of the main deliverable as described in Annex 1, section 2. It will be weighted positively that the offered price is as low as possible compared to the maximum price.
- Performance of the task/approach/method: 30 pct.  
The bidder must describe how they will approach the task and describe an overall plan for the performance of the project. The plan shall include a description of the data basis and shall also contain a proposal regarding which information will be reported at mid-term delivery, cf. the task description. It will be weighted positively in the assessment of this criterion that the description as far as possible meets the contracting authority's needs as described in the task description.]
- The professional competences of the performing team: 30 pct.  
The bidder must submit CVs containing the relevant professional qualifications and experience of the participants in the team, which will be responsible for the performance of the task. The bidder can maximum submit four CVs. Each CV can maximum consist of one A4 page. It will be weighted positively that the team responsible for the performance of the task has experience with solving similar tasks.



## 5. EVALUATION OF OFFERS

After the deadline for submission of offers, the contracting authority will evaluate the received offers on the basis of the above mentioned award criteria and decide, to which bidder to award the contract.

The contracting authority will conduct an overall assessment of the above criteria.

All the bidders will be notified simultaneously, and as soon as possible, of the decision regarding the contract award. The contracting authority intends to conclude the contract following the award decision.

### 5.1 Contract conclusion

The contract will be concluded on the basis of the draft contract in Annex 2.

The contract sets out the obligations and rights that will apply between the parties in connection with the performance of the task covered by this advertisement. It should be noted that the substantial terms of the draft contract cannot be changed.

The bidder's standard terms and conditions will not form part of the contract basis.

## 6. QUESTIONS

Any questions about the material or process may be addressed in writing to Christian Hjortekær Lindgaard, [chl@rigsarkivet.dk](mailto:chl@rigsarkivet.dk) no later than 12 April 2024, 12:00. Questions received after this date will not be answered.

Questions will be answered in writing and as soon as possible after they are received.

Prior to selection, both questions and answers will be uploaded in anonymised form to [www.udbud.dk](http://www.udbud.dk). After selection, questions and answers will be sent in anonymized form to all bidders selected to submit offers.

## 7. CONTACT INFORMATION

The contracting authority is:

The Danish National Archives

Jernbanegade 36 A, 5000 Odense C

Contact person: Christian Hjortekær Lindgaard, [chl@sa.dk](mailto:chl@sa.dk)



## 8. TIMETABLE

The advertisement is expected to be completed according to the timetable below. It should be noted that the contracting authority reserves the right to make changes. Bidders will be notified of such changes.

20 March 2024	Advertisement on <a href="http://www.udbud.dk">www.udbud.dk</a>
12 April 2024, 12:00	Deadline for asking questions
14 April 2024, 23:59	Deadline for submission of offers
19 April 2024, 12:00	Expected provision of notifications regarding the award decision to bidders
22 April 2024	Contract signing and eventual kick-off meeting



## ANNEX 1 – DESCRIPTION OF THE TASK

### 1. BACKGROUND

The Danish National Archives (DNA) have an extensive collection of more than 6.000 archived relational databases, or Archival Information Packages (AIP), collected from the public and private sector in Denmark.

We provide access to data from these AIP's for private citizens, researchers and government agencies through a self-developed system, that first converts an AIP to a relational database, which then is made available for searching through a graphical user interface (GUI) for the end-user. Employees at the DNA conduct the relevant searches in order to find the requested information. Direct access can only be given at one of DNA's reading rooms.

The system is still in use today, but we have concluded that the system has reached end of life and we have been looking for a new system to provide access to our collection. Based on market research, we have decided to build our next solution around Database Preservation Toolkit (DBPTK)<sup>1</sup>, which is an open source software suite specifically designed to disseminate archived relational databases. More specifically, DBPTK can be used to give access to, search and export data from relational databases archived in the SIARD file format.

In accordance with this, we are seeking assistance with the installation and configuration of DBPTK, more specifically the DBPTK Enterprise edition<sup>2</sup>, which supports multiple users and many large-scaled databases.

In the next section, our specific needs will be described in more detail.

### 2. INSTALLATION AND CONFIGURATION OF DBPTK ENTERPRISE

The main deliverable is the installation and configuration of DBPTK Enterprise as specified in section 2.1.

Sections 2.2 and 2.3 specify our current solution and what we expect from a future solution at a high level. The bidder is expected to participate in designing the operating environment for the software in collaboration with the DNA to best account for these needs.

#### 2.1 ENVIROMENT

The software must run on virtual machines, on-premise in environments hosted by our service provider our, The Agency for Governmental IT Services (SIT).

Operating system is either Windows or Ubuntu Linux. Containerization on Linux servers with Docker is used in some cases. Provisioning of servers until OS level is done by SIT. Installation and configuration of middleware and applications can be done by the DNA or the bidder.

The DNA would prefer to participate in the installation and configuration of DBPTK Enterprise to ensure knowledge transfer.

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<sup>1</sup> <https://database-preservation.com/>

<sup>2</sup> <https://github.com/keeps/dbptk-enterprise#database-preservation-toolkit-enterprise-deploy-as-docker>



## 2.2 DATA

The DNA has an extensive collection of more than 6.000 AIP's, which roughly translates to 600 TB. At the current rate, we expect our collection to grow by a rate of 100-150 TB a year, but this number is only expected to grow with time. A substantial part of this collection is made up of databases containing external LOBs in the form of TIFF documents.

In our current system, it is possible to ingest databases with or without documents and then later deleting or adding them (or adding them back) by transferring to, or deleting documents at, one of our file depots. We are looking for a similar solution, where the documents are saved as LOBs separate from the databases, so as they can be added or deleted according to user needs.

Currently, only about 200 TB is made available in our current solution, but ultimately it is the ambition of the DNA to have its whole collection made available in DBPTK Enterprise.

## 2.3 ACCESS AND SECURITY

Most of the DNA's collection of AIP's contains personal data and other sensitive information and access can only be granted to users with a valid purpose. In practice this means that data is hosted on a secure server, only accessible by selected employees at the DNA and external users at one of our reading rooms.

Access is handled through Microsoft Remote Desktop Services (RDS) and users are authenticated with Active Directory (AD). We are looking for a similar solution, wherein access to the environment where DBPTK Enterprise is available is handled by RDS, Citrix, or similar, and access to the DBPTK Enterprise web application is handled by CAS, preferably with AD, but we are open for other solutions.

In the foreseeable future, the DNA wants to enable online access to selected external users, such as government agencies, who wish to access their deposited data. A solution on how to enable secure online access for external users will be weighed positively.

### 2.3.1 USER ACCESS MANAGEMENT

As most of the DNA's collection contains personal data and other sensitive information, access has to be restricted to users with a valid purpose. Therefore, it should at the minimum be possible to restrict access to individual databases. This restriction should also apply to any external LOBs.

Preferably, it should be possible to:

- Assign users to specific roles/groups and subgroups, e.g. if only a subset of users should be able to access a specific database
- Grant (and revoke) specific permissions, such as the ability to export data

## 3. REQUIREMENTS FOR THE BIDDER

The bidder must have documented experience with the following:

- DBPTK Enterprise
- The SIARD specification (<https://dilcis.eu/content-types/siard>)
- Docker (<https://www.docker.com/>)



- Apereo CAS (<https://apereo.github.io/cas/7.0.x/index.html>)
- Apache Solr (<https://solr.apache.org/>)

#### 4. STAFFING

It is expected that that the team responsible for the performance of the task has experience with solving similar tasks and meets the requirements as stated in section 3.

#### 5. TIMETABLE

The bidder is expected to present a timetable for the completion of the task.

#### 6. OPTIONS

None.

