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Tender

US_24122 - Staff Surveys

University of Sussex

F02: Contract notice

Notice identifier: 2024/S 000-000498

Procurement identifier (OCID): ocds-h6vhtk-042b5f

Published 8 January 2024, 1:26pm

Section I: Contracting authority

I.1) Name and addresses

University of Sussex

University of Sussex

Brighton

BN1 9RH

Contact

Charlie Beeny

Email

c.beeny@sussex.ac.uk

Country

United Kingdom

Region code

UKJ2 - Surrey, East and West Sussex

National registration number

RC000672

Internet address(es)

Main address

<https://www.sussex.ac.uk/>

Buyer's address

<https://supplierlive.proactisp2p.com/Account/Login>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://supplierlive.proactisp2p.com/Account/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/Account/Login>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

US_24122 - Staff Surveys

Reference number

DN2584

II.1.2) Main CPV code

- 79311000 - Survey services

II.1.3) Type of contract

Services

II.1.4) Short description

US_24122 - Staff Surveys

The University is looking to procure a supplier who can provide staff surveys on a biennial basis who will need to fully host and manage the service.

The services will be two biennial surveys (once every two years) to be managed by the supplier through liaison with the stakeholders and will provide the following services:-

- Accessibility
- Benchmarking/Survey Design
- Reporting
- Survey Support

II.1.5) Estimated total value

Value excluding VAT: £240,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ2 - Surrey, East and West Sussex

II.2.4) Description of the procurement

US_24122 - Staff Surveys

The University is looking to procure a supplier who can provide staff surveys on a biennial basis who will need to fully host and manage the service.

The services will be two biennial surveys (once every two years) to be managed by the supplier through liaison with the stakeholders and will provide the following services:-

- Accessibility
- Benchmarking/Survey Design
- Reporting
- Survey Support

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £240,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

This contract is subject to renewal

Yes

Description of renewals

1 x optional 12 month extension

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

7 February 2024

Local time

12:30pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

7 February 2024

Local time

12:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

University of Sussex

Sussex House

Brighton

BN1 9RH

Email

c.beeny@sussex.ac.uk

Country

United Kingdom

Internet address

<https://www.sussex.ac.uk/>