

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/001038-2021>

Contract

## **HPE Mentor**

Cardiff University

F03: Contract award notice

Notice identifier: 2021/S 000-001038

Procurement identifier (OCID): ocds-h6vhtk-028b64

Published 19 January 2021, 10:16am

## **Section I: Contracting authority**

### **I.1) Name and addresses**

Cardiff University

Procurement Services, McKenzie House, 30-36 Newport Road

Cardiff

CF24 0DE

### **Contact**

Darren Evans

### **Email**

[buyline@cardiff.ac.uk](mailto:buyline@cardiff.ac.uk)

### **Telephone**

+44 2920879648

**Country**

United Kingdom

**NUTS code**

UKL - WALES

**Internet address(es)**

Main address

[www.cardiff.ac.uk/purch/](http://www.cardiff.ac.uk/purch/)

Buyer's address

[http://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0258](http://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0258)

**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**

HPE Mentor

**II.1.2) Main CPV code**

- 72212190 - Educational software development services

**II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Office 365 Desktop mentor/self-help product

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

#### **II.2.4) Description of the procurement**

Cardiff University requires a product to assist its staff and students to leverage the capabilities of the Microsoft Office 365 suite and associated products. As a minimum, this must include Office 2016 (Outlook, Word, Excel, Powerpoint), Skype for Business, One Drive, Mail, Calendar and Contacts. The product must already be in existence and already in use in a meaningful way in at least one other organisation of at least a similar size & scale (40,000). The Office 365 content must be regularly updated to keep reasonable pace with Microsofts development of Office 365 and associated products. The product must be available for deployment for the next academic year.

#### **II.2.5) Award criteria**

Quality criterion - Name: as per procurement docs / Weighting: 100

Price - Weighting: 0

#### **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**

Award of a contract without prior publication of a call for competition in the cases listed below

- The procurement falls outside the scope of application of the regulations

Explanation:

Cardiff University has researched the market place and the product identified is believed to be the only product of its kind that covers the desired Microsoft Office 365 modules and is already in use by other organisations that are of a similar or larger scale than Cardiff University. Award Criteria This is the most economically advantageous in terms of the ability to comprehensively meet the specification.

#### **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.2.1) Previous publication concerning this procedure**

Notice number: [2017/S 126-257484](#)

---

## **Section V. Award of contract**

### **Contract No**

N/a

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

Other reasons (discontinuation of procedure)

---

## **Section VI. Complementary information**

### **VI.3) Additional information**

(WA Ref:107444)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Cardiff University

Procurement Services, McKenzie House, 30-36 Newport Road

Cardiff

CF24 0DE

Telephone

+44 2920879648

Country

United Kingdom

Internet address

[www.cardiff.ac.uk/purch/](http://www.cardiff.ac.uk/purch/)