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Tender

Assessment Centre Experience - 2021

University of Hertfordshire

F02: Contract notice

Notice identifier: 2021/S 000-001613

Procurement identifier (OCID): ocds-h6vhtk-028da3

Published 27 January 2021, 11:18am

Section I: Contracting authority

I.1) Name and addresses

University of Hertfordshire

MacLaurin Building, 4 Bishops Square

Hatfield, Hertfordshire

AL10 8NE

Contact

Procurement Department

Email

j.pickering@herts.ac.uk

Telephone

+44 1707284091

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

www.herts.ac.uk

Buyer's address

<https://in-tendhost.co.uk/universityofhertfordshire>

I.3) Communication

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

<https://in-tendhost.co.uk/universityofhertfordshire>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/universityofhertfordshire>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Assessment Centre Experience - 2021

Reference number

21001

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Hertfordshire is looking to appoint a Contractor to deliver an Assessment Centre Experience for up to 3200 second year students in 2021, and subject to funding, 2022. The purpose of the event is to mimic that of a typical graduate recruitment process, so that students can experience a workplace recruitment process involving interviews, presentations and group exercises. Due to the ongoing Covid-19 situation, the successful contractor must be capable of delivering both an in-person (live) event, and also an online (virtual) event.

II.1.5) Estimated total value

Value excluding VAT: £48,400

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79635000 - Assessment centre services for recruitment
- 79952000 - Event services

- 80300000 - Higher education services

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hatfield, Hertfordshire, United Kingdom

II.2.4) Description of the procurement

Provision of an Assessment Centre Experience for up to 3200 students in November 2021 with possible extension to 2022

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: £484,000

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

Start date

1 July 2021

End date

31 December 2022

This contract is subject to renewal

Yes

Description of renewals

Possible extension period is 1st Jan 2022 - 31 Dec 2022. See tender documents for full details.

II.2.10) Information about variants

Variants will be accepted: Yes

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 III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

1 March 2021

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

1 March 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Tender documentation is available at <https://in-tendhost.co.uk/universityofhertfordshire> under the Current Tenders link where you can view the project details. If the tender is of further interest, express an interest in the project and register your organisation with our e-tendering system. Once your registration has been accepted, and you have received your login details by email, you can login to view and download the tender documentation in the My Tenders section of the website. Upon completion of your tender response this must be uploaded with all the accompanying documentation that has been requested and submitted via the In-Tend e-tendering portal only. Please note: If you have already registered on the University of Hertfordshire e-tendering portal there is no need to re-register. Simply login using your existing details.

VI.4) Procedures for review

VI.4.1) Review body

Crown Commercial Services

Liverpool

Country

United Kingdom