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Tender

Tender for the Provision of Schools Lettings Support and Services

Academies Enterprise Trust

F02: Contract notice

Notice identifier: 2022/S 000-001634

Procurement identifier (OCID): ocds-h6vhtk-030cfb

Published 19 January 2022, 4:45pm

Section I: Contracting authority

I.1) Name and addresses

Academies Enterprise Trust

183 Eversholt Street, London

London

NW1 1UB

Contact

Clive Hammond

Email

chammond@academiesenterprisetrust.org

Telephone

+44 7900827152

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<http://www.academiesenterprisetrust.org>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA28989

I.3) Communication

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

www.mytenders.co.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.mytenders.co.uk

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

www.mytenders.co.uk

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

Tender for the Provision of Schools Lettings Support and Services

Reference number

T175/2022

II.1.2) Main CPV code

- 72260000 - Software-related services

II.1.3) Type of contract

Services

II.1.4) Short description

We are seeking to procure a partner to provide our schools as detailed in the tender document with a lettings solution for the community use of our facilities outside of school hours. The tender is split into 2 lots. Lot 1 is for the provision of a booking system and payments collection system and lot 2 is the booking and payments collections along with a marketing service to maximise income levels for the school.

II.1.5) Estimated total value

Value excluding VAT: £1,000,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 1

II.2) Description

II.2.1) Title

Provision of Lettings Bookings and payments solution

Lot No

1

II.2.2) Additional CPV code(s)

- 72260000 - Software-related services
- 92600000 - Sporting services
- 48100000 - Industry specific software package
- 48400000 - Business transaction and personal business software package
- 48900000 - Miscellaneous software package and computer systems
- 79900000 - Miscellaneous business and business-related services
- 98300000 - Miscellaneous services

II.2.3) Place of performance

NUTS codes

- UKC - North East (England)
- UKE - Yorkshire and the Humber
- UKG2 - Shropshire and Staffordshire
- UKG3 - West Midlands
- UKH3 - Essex
- UKI - London
- UKI7 - Outer London – West and North West
- UKJ - South East (England)
- UKJ3 - Hampshire and Isle of Wight
- UKK - South West (England)

Main site or place of performance

to our schools located in England as listed in the tender

II.2.4) Description of the procurement

We are seeking to procure a partner to provide our schools as detailed in the tender document with a lettings solution for the community use of our facilities outside of school hours. The tender is split into 2 lots. Lot 1 is for the provision of a booking system and payments collection system

II.2.5) Award criteria

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

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

Start date

1 September 2022

End date

31 August 2025

This contract is subject to renewal

Yes

Description of renewals

renewals will be at the discretion of the trust and will be for period of 12 months with the option to further extend by a further 12 months up to a maximum period of 31 August 2027

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

II.2) Description

II.2.1) Title

Provision of Lettings Bookings, Payments and Marketing Service

Lot No

2

II.2.2) Additional CPV code(s)

- 72260000 - Software-related services
- 92600000 - Sporting services
- 48100000 - Industry specific software package
- 48400000 - Business transaction and personal business software package
- 48900000 - Miscellaneous software package and computer systems
- 79900000 - Miscellaneous business and business-related services
- 98300000 - Miscellaneous services

II.2.3) Place of performance

NUTS codes

- UKC - North East (England)
- UKE - Yorkshire and the Humber
- UKG2 - Shropshire and Staffordshire
- UKG3 - West Midlands
- UKH3 - Essex
- UKI - London
- UKI5 - Outer London – East and North East
- UKI7 - Outer London – West and North West
- UKJ - South East (England)
- UKJ3 - Hampshire and Isle of Wight
- UKK - South West (England)

Main site or place of performance

to our schools as detailed in the tender

II.2.4) Description of the procurement

We are seeking to procure a partner to provide our schools as detailed in the tender document with a lettings solution for the community use of our facilities outside of school hours. The tender is split into 2 lots. Lot 2 is the booking and payments collections along with a marketing service to maximise income levels for the school.

II.2.5) Award criteria

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

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

Start date

1 September 2022

End date

31 August 2023

This contract is subject to renewal

Yes

Description of renewals

renewal will be at the discretion of the trust and will be for a period of 12 months with the further option to extend for a further 12 months up to a maximum date of 31 August 2027

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 III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

See tender document

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

as detailed in tender and specification

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

24 February 2022

Local time

12:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 9 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

24 February 2022

Local time

12:00pm

Place

tenders will be opened via the mytenders portal

Information about authorised persons and opening procedure

Tenders will be opened via the mytenders portal by the Head of Procurement

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at
https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=225143.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at
https://www.mytenders.co.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:225143)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>

