

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/001921-2025>

Tender

## **Student Internship Provisions**

University of Dundee

F02: Contract notice

Notice identifier: 2025/S 000-001921

Procurement identifier (OCID): ocds-h6vhtk-04d4c7

Published 20 January 2025, 4:07pm

### **Section I: Contracting authority**

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

University of Dundee

Procurement, 3rd Floor, Tower Building, Nethergate

Dundee

DD1 4HN

#### **Email**

[s.carstairs@dundee.ac.uk](mailto:s.carstairs@dundee.ac.uk)

#### **Telephone**

+44 1382386810

#### **Country**

United Kingdom

## **NUTS code**

UKM71 - Angus and Dundee City

## **Internet address(es)**

Main address

<http://www.dundee.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00105](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00105)

## **I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.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**

Student Internship Provisions

Reference number

UoD-PF150-TC-2024

### **II.1.2) Main CPV code**

- 79600000 - Recruitment services

### **II.1.3) Type of contract**

Services

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

Student Internship Provisions

### **II.1.5) Estimated total value**

Value excluding VAT: £1,100,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Provision of Internships for Business Analytics, AI for Business, Social Media Marketing

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 80300000 - Higher education services

- 80340000 - Special education services
- 75120000 - Administrative services of agencies

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee

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

The University of Dundee through revised Curriculum Design has a commitment to offer Internship and Work-Related Learning opportunities to all students for academic credit. This offering is for all students regardless of degree discipline and level of academic study.

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

Quality criterion - Name: Technical / Weighting: 80

Price - Weighting: 20

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The initial contract shall be for a 3-year period with the option to extend for a further 2 x 12 month duration periods

### **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 Internships for International Business, Management, Marketing, Accounting & Finance, Economics, LLM and Science & Healthcare Communications

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 80340000 - Special education services
- 75120000 - Administrative services of agencies
- 80300000 - Higher education services

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee

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

The University of Dundee through revised Curriculum Design has a commitment to offer

Internship and Work-Related Learning opportunities to all students for academic credit. This offering is for all students regardless of degree discipline and level of academic study.

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

Quality criterion - Name: Technical / Weighting: 80

Price - Weighting: 20

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The initial contract duration shall be for a 3-year period with the option to extend for a further 2 x 12 month duration periods.

### **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.1.2) 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

17 February 2025

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

17 February 2025

Local time

12:00pm

Place

University of Dundee, Tower Building, Nethergate Dundee

Information about authorised persons and opening procedure

Sheena Carstairs, Corporate Category Manager

---

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=788285](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=788285).

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.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.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.

(SC Ref:788285)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=788285](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=788285)

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

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

Dundee Sheriff Court and Justice of the Peace Court

Sheriff Court House 6 West Bell Street

Dundee

DD1 9AD

Country

United Kingdom