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Tender

## **QUB/2512/24 - Contract for Sustainable Procurement Consultancy Services**

Queens University Belfast

F02: Contract notice

Notice identifier: 2024/S 000-002184

Procurement identifier (OCID): ocds-h6vhtk-042f1c

Published 23 January 2024, 10:10am

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

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

Queens University Belfast

University Road

Belfast

BT7 1NN

#### **Contact**

Paula Laverty

#### **Email**

[p.laverty@qub.ac.uk](mailto:p.laverty@qub.ac.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKN06 - Belfast

**Internet address(es)**

Main address

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

Buyer's address

<https://www.qub.ac.uk/directorates/FinanceDirectorate/visitors/procurement>

**I.3) Communication**

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

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

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/queensuniversitybelfast>

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

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

QUB/2512/24 - Contract for Sustainable Procurement Consultancy Services

Reference number

QUB/2512/24

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

- 79418000 - Procurement consultancy services

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

Services

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

The University's Net Zero Plan identifies that purchased goods and services contribute to the Scope 3 carbon baseline. There are key aspects which can be influenced for example by encouraging staff to reduce consumption and consistent supplier messaging to measure and reduce their carbon impact. In accordance with the Plan, we require the services of a sustainable procurement consultant to assist us with our ambition to achieve net zero greenhouse gas emissions by 2040.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79418000 - Procurement consultancy services

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

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Belfast, Northern Ireland

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

The University's Net Zero Plan identifies that purchased goods and services contribute to the Scope 3 carbon baseline. There are key aspects which can be influenced for example by encouraging staff to reduce consumption and consistent supplier messaging

to measure and reduce their carbon impact. In accordance with the Plan, we require the services of a sustainable procurement consultant to assist us with our ambition to achieve net zero greenhouse gas emissions by 2040. The Contractor will be required to support ongoing sustainability programmes in place at Queen's University, such as the Laboratory Efficiency Assessment Framework (LEAF) programme, ensuring the procurement related requirements of bronze, silver and gold status are implemented.

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

Quality criterion - Name: Technical / Weighting: 60

Cost criterion - Name: Price / Weighting: 40

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

Duration in months

24

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

Options to extend by three one year periods.

#### **II.2.13) Information about European Union Funds**

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

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## **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

Please see contract documents.

#### **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

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## **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

28 February 2024

Local time

4:00pm

#### **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**

Tender must be valid until: 22 May 2024

**IV.2.7) Conditions for opening of tenders**

Date

28 March 2024

Local time

4:01pm

Place

Belfast Northern Ireland

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

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

Queens University Belfast

BT7 1NN

Belfast

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

This authority will incorporate a standstill period at the point information on the award of the contract is communicated to Tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contract Regulations 2015 (SI 2015/102) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).