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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

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

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

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

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

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).