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Tender

## **Video, Learning and Graphic Design, Authoring Tool and Learning Management System**

University of Leeds

F02: Contract notice

Notice identifier: 2022/S 000-002536

Procurement identifier (OCID): ocds-h6vhtk-031081

Published 28 January 2022, 12:14pm

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

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

University of Leeds

Purchasing Office, Level 11 Worsley Building

Leeds

LS2 9JZ

#### **Email**

[centralpurchasing@adm.leeds.ac.uk](mailto:centralpurchasing@adm.leeds.ac.uk)

#### **Telephone**

+44 1133434855

#### **Country**

United Kingdom

## **NUTS code**

UKE42 - Leeds

## **Internet address(es)**

Main address

[www.leeds.ac.uk](http://www.leeds.ac.uk)

Buyer's address

[www.leeds.ac.uk/purchasing](http://www.leeds.ac.uk/purchasing)

## **I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-Leeds:-Graphic-design-services./8KP637Y262>

Additional information can be obtained from the above-mentioned address

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**

Video, Learning and Graphic Design, Authoring Tool and Learning Management System

Reference number

PE2021/22-355

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

- 79822500 - Graphic design services

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

Services

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

The University of Leeds' School of Design is working with one of the world's largest consumer brands to deliver online training to its staff. The School will deliver a 40 week programme and is looking to appoint suppliers to work with the School to provide graphic design, authoring tool build, learning design and video production as part of this contract.

#### **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: 3

### **II.2) Description**

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

Graphic Design and Authoring Tool Build Services

Lot No

1

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

- 79822500 - Graphic design services

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

NUTS codes

- UKE42 - Leeds

Main site or place of performance

Leeds

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

The University of Leeds' School of Design is working with one of the world's largest consumer brands to deliver online training to its staff. The School will deliver a 40 week programme and is looking to appoint a supplier to work with the School to provide graphic design and authoring tool build services, using the "Evolve" platform as part of this contract.

### **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: £300,000

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

Start date

4 April 2022

End date

24 December 2022

This contract is subject to renewal

Yes

Description of renewals

The contract will run until December 2022 with an option to extend for a further 12 months

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 3

Maximum number: 6

Objective criteria for choosing the limited number of candidates:

Selection criteria -

Relevant Experience and proven track record

Quality and relevance of portfolio

Experience and expertise of proposed team

### **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

### **II.2.14) Additional information**

To respond to this opportunity, please click here: <https://neupc.delta-esourcing.com/respond/8KP637Y262>

## **II.2) Description**

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

Filming and Video and Podcast Production

Lot No

2

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

- 92111100 - Training-film and video-tape production

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

NUTS codes

- UKE42 - Leeds

Main site or place of performance

Leeds

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

The University of Leeds' School of Design is working with one of the world's largest consumer brands to deliver online training to its staff. The School will deliver a 40 week programme and is looking to appoint a supplier to work with the School to provide filming, video and podcast production services as part of this contract.

### **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: £300,000

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

Start date

4 April 2022

End date

24 December 2022

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further 12 months

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 3

Maximum number: 6

Objective criteria for choosing the limited number of candidates:

Relevant Experience and proven track record

Quality and relevance of portfolio

Experience and expertise of proposed team

### **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

### **II.2.14) Additional information**

To respond to this opportunity, please click here: <https://neupc.delta-sourcing.com/respond/7T5482G8T4>

## **II.2) Description**

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

Learning and Instructional Design

Lot No

3

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

- 48783000 - Content management software package

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

NUTS codes

- UKE42 - Leeds

Main site or place of performance

Leeds

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

The University of Leeds' School of Design is working with one of the world's largest consumer brands to deliver online training to its staff. The School will deliver a 40 week programme and is looking to appoint a supplier to work with the School to provide learning and instructional design services orientated towards the "Evolve" platform as part of this contract.

#### **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: £300,000

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

Start date

1 April 2022

End date

24 December 2022

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further 12 months

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 3

Maximum number: 6

Objective criteria for choosing the limited number of candidates:

Relevant Experience and proven track record

Quality and relevance of portfolio

Experience and expertise of proposed team

#### **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

#### **II.2.14) Additional information**

To respond to this opportunity, please click here: <https://neupc.delta-sourcing.com/respond/5SAG356CA3>

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Relevant Experience and proven track record

Experience and expertise of the proposed team

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Competitive procedure with negotiation

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

#### **IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

#### **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 2022

Local time

10:00am

**IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

7 March 2022

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

English

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**Section VI. Complementary information**

**VI.1) Information about recurrence**

This is a recurrent procurement: No

**VI.3) Additional information**

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

To view this notice, please click here:

<https://neupc.delta-esourcing.com/delta/viewNotice.html?noticeId=655277771>

GO Reference: GO-2022128-PRO-19553173

**VI.4) Procedures for review**

**VI.4.1) Review body**

High Court of England and Wales

Royal Courts of Justice, Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<http://www.justice.gov.uk>

#### **VI.4.2) Body responsible for mediation procedures**

University of Leeds

Woodhouse Lane

Leeds

LS2 9JZ

Email

[centralpurchasing@adm.leeds.ac.uk](mailto:centralpurchasing@adm.leeds.ac.uk)

Telephone

+44 1133434855

Country

United Kingdom

Internet address

[www.leeds.ac.uk/purchasing](http://www.leeds.ac.uk/purchasing)

#### **VI.4.4) Service from which information about the review procedure may be obtained**

University of Leeds

Purchasing Office, Level 11 Worsley Building

Leeds

LS2 9JT

Email

[centralpurchasing@adm.leeds.ac.uk](mailto:centralpurchasing@adm.leeds.ac.uk)

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