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Tender

T21/33_University Library Security Services

Anglia Ruskin University Higher Education Corporation

F02: Contract notice

Notice identifier: 2022/S 000-004407

Procurement identifier (OCID): ocds-h6vhtk-0317d3

Published 16 February 2022, 1:45pm

Section I: Contracting authority

I.1) Name and addresses

Anglia Ruskin University Higher Education Corporation

Bishop Hall Lane

Chelmsford

CM1 1SQ

Email

procurement@aru.ac.uk

Country

United Kingdom

NUTS code

UKH - East of England

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

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

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

T21/33_University Library Security Services

Reference number

T21/33

II.1.2) Main CPV code

- 79710000 - Security services

II.1.3) Type of contract

Services

II.1.4) Short description

Please find attached documents relating to the procurement for University Library Services. Please note the closing date for your Selection Questionnaire submission(s) is 12 noon on 18th March 2022. Please do not complete the Invitation to tender (ITT) documentation at this stage. You will be informed in due course whether you have progressed to the ITT stage. Bidders must check that all the documents listed in the contents have been received by the Bidder and are complete in all respects. Documents that must be returned to us completed in full are: T21_33 SQ. Bidders are reminded that large electronic files may take time to upload to In-Tend. Bidders must allow sufficient time to fully transmit all files they wish to submit prior to the published closing time. Please see paragraph 1.13 of the Selection Questionnaire document for further information. End date for Contract Finder is for information only.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH1 - East Anglia

II.2.4) Description of the procurement

The University library provides customer-focused services to staff, students and approved visitors to the University. This includes the provision of study space within the libraries at Cambridge and Chelmsford until midnight during vacation periods and extended opening hours throughout semester, including 24/7 opening in key assessment periods. ARU are looking for a Contractor for the provision of concierge-type services alongside security elements. Contractor staff will be based at the help desk and will assist library users with a range of queries about the library, IT support and the University generally, as well as managing access into the library space and regularly patrolling the libraries. Contractor staff will need to have strong interpersonal and customer service skills as well as being literate and numerate and confident with using basic IT applications. The contract is to be delivered at both our Cambridge and Chelmsford sites. The contract will be for 36 months with the option to extend for a further 2 x 12 months.

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

Duration in months

36

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

This contract has the option to extend for a further 2 x 12 months

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 Tender documentation

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

Restricted 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

18 March 2022

Local time

12:00pm

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

28 March 2022

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Anglia Ruskin University Higher Education Corporation

Bishop Hall Lane

Chelmsford

CN1 1SQ

Country

Afghanistan

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Anglia Ruskin University Higher Education Corporation will incorporate the statutory 10-day standstill period under regulation 87 into the award process. UK legislation provides a mechanism for aggrieved parties who have been harmed or who are at risk of harm by Anglia Ruskin University Higher Education Corporation's breach of the regulations to take action in the High Court. Any such action should be brought promptly and in any event within 30 days of the date the tenderer knew or ought to have known that grounds for starting proceedings have arisen. The procedures and grounds for appeal are set out in regulation 92.