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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](mailto:procurement@aru.ac.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKH - East of England

#### **Internet address(es)**

Main address

[www.aru.ac.uk](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

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## **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

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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 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

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## **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

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## **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.