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Tender

## **Open Day Shell Scheme**

York St John University

F02: Contract notice

Notice identifier: 2021/S 000-004972

Procurement identifier (OCID): ocds-h6vhtk-029add

Published 11 March 2021, 4:32pm

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

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

York St John University

Lord Mayor's Walk

York

YO31 7EX

#### **Contact**

Victoria Betts

#### **Email**

[tenders@yorks.j.ac.uk](mailto:tenders@yorks.j.ac.uk)

#### **Telephone**

+44 1904876216

#### **Country**

United Kingdom

**NUTS code**

UKE21 - York

**National registration number**

04498683

**Internet address(es)**

Main address

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

**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-York:-Event-services./Q24QQ8N9MF>

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**

Open Day Shell Scheme

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

- 79952000 - Event services

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

Services

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

The University is seeking to appoint a suitably qualified supplier to undertake the supply, implementation, and support of our requirements for an Open Day Shell Scheme service.

### **II.1.5) Estimated total value**

Value excluding VAT: £240,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79952000 - Event services

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

NUTS codes

- UKE21 - York

Main site or place of performance

York

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

The University is seeking to appoint a suitably qualified supplier to undertake the supply, implementation, and support of our requirements for an Open Day Shell Scheme service.

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

Quality criterion - Name: Account Management and Personnel / Weighting: 10

Quality criterion - Name: Proposal and Evidence of Capability / Weighting: 30

Quality criterion - Name: Customer Support and Service / Weighting: 10

Quality criterion - Name: Social and Environmental Impact of Business / Weighting: 20

Cost criterion - Name: Pricing and Overall Value for Money / Weighting: 30

#### **II.2.6) Estimated value**

Value excluding VAT: £240,000

#### **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: Yes

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

Options: Yes

Description of options

Should you believe that an offer based on an alternative specification or commercial model would better meet the University's objectives and present greater value for money, please submit as a clearly marked, separate appendix.

#### **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/Q24QQ8N9MF>

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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 enclosed tender 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

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Please see enclosed tender documents.

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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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

15 April 2021

Local time

3:00pm

**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**

Duration in months: 6 (from the date stated for receipt of tender)

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

Date

15 April 2021

Local time

3:00pm

Place

York

Information about authorised persons and opening procedure

Tenders will be opened by Head of Commercial Strategy, Supply Chain Officer and Head of Student Recruitment & Widening Participation.

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 3 years

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **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.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://neupc.delta-esourcing.com/tenders/UK-UK-York:-Event-services./Q24QQ8N9MF>

To respond to this opportunity, please click here:

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GO Reference: GO-2021311-PRO-17913135

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

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

York St John University

Lord Mayor's Walk

York

YO31 7EX

Email

[tenders@yorks.ac.uk](mailto:tenders@yorks.ac.uk)

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

10 days standstill period will be held after notification of winning bids to facilitate review.