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Planning

Branded Promotional Merchandise, Branded Apparel and On Campus Gift Shop

University of Ulster

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-005946

Procurement identifier (OCID): ocds-h6vhtk-043c73

Published 23 February 2024, 12:01pm

Section I: Contracting authority

I.1) Name and addresses

University of Ulster

Block X Room X031, Cromore Road

Coleraine

BT52 1SA

Email

Lynn.McNeill@ulster.ac.uk

Telephone

+44 2870124227

Country

United Kingdom

Region code

UKN - Northern Ireland

National registration number

NIC100166

Internet address(es)

Main address

www.ulster.ac.uk

I.3) Communication

Additional information can be obtained from the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://e-sourcingni.bravosolutions.co.uk>

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

Branded Promotional Merchandise, Branded Apparel and On Campus Gift Shop

Reference number

27868

II.1.2) Main CPV code

- 18300000 - Garments

II.1.3) Type of contract

Supplies

II.1.4) Short description

Branded Promotional Merchandise, Branded Apparel and On Campus Gift Shop

II.1.5) Estimated total value

Value excluding VAT: £750,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Maximum number of lots that may be awarded to one tenderer: 3

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Lots 1 - 3 or

Lot 4

II.2) Description

II.2.1) Title

Branded Clothing

Lot No

1

II.2.2) Additional CPV code(s)

- 18300000 - Garments

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

Main site or place of performance

Ulster University Campuses in Northern Ireland at Belfast, Coleraine, Derry~Londonderry and Jordanstown Sports Village (JSV)

II.2.4) Description of the procurement

Branded Clothing - items to include but not limited to hoodies, sweatshirts, t-shirts, hats

Specification of lot 1 and 2 will vary from entry level to high depending on purpose, i.e for promotional activities or for retail

II.2.14) Additional information

The anticipated contract period shall be for an initial 3 year period with the option to extend for any period up to and including 36 months.

The estimated total value stated above in Section II.1.5 is the lowest value in the range of £750,000 - £1 million and includes the initial 3 year contract period and the option to extend for any periods up to and including 36 months.

II.2) Description

II.2.1) Title

Branded Promotional Items

Lot No

2

II.2.2) Additional CPV code(s)

- 18400000 - Special clothing and accessories

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

Branded Promotional Items – items to include but not limited to the following:

Pens, notebooks, post its, highlighters, waterbottles, travel mugs, bags, chargers, lanyards

Specification of lot 1 and 2 will vary from entry level to high depending on purpose, i.e for promotional activities or for retail

II.2) Description

II.2.1) Title

Provision of Gift Shop

Lot No

3

II.2.2) Additional CPV code(s)

- 55900000 - Retail trade services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

Main site or place of performance

Ulster University Campuses in Northern Ireland at Belfast, Coleraine, Derry~Londonderry and Jordanstown Sports Village (JSV)

II.2.4) Description of the procurement

Provision of Gift Shop to sell UU Branded Merchandise including:

- an on campus Gift shop at the Belfast Campus
- hosting and running an online gift shop
- provision of pop up gift shops at UU graduation locations and other agreed occasions.

II.2.14) Additional information

The anticipated contract period shall be for an initial 3 year period with the option to extend for any period up to and including 36 months.

The estimated total value stated above in Section II.1.5 is the lowest value in the range of £750,000 - £1 million and includes the initial 3 year contract period and the option to extend for any periods up to and including 36 months.

II.2) Description

II.2.1) Title

Combination of Lots 1, 2 and 3

Lot No

4

II.2.2) Additional CPV code(s)

- 55900000 - Retail trade services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

Main site or place of performance

Ulster University Campuses in Northern Ireland at Belfast, Coleraine, Derry~Londonderry and Jordanstown Sports Village (JSV)

II.2.4) Description of the procurement

Combination of Lots 1 - 3

Lot 1 – Branded Clothing – items to include but not limited to the following:

Hoodies, Sweatshirts, T-shirts, hats

Lot 2 – Branded Promotional Items – items to include but not limited to the following:

Pens, notebooks, post its, highlighters, waterbottles, travel mugs, bags, chargers, lanyards

Specification of lot 1 and 2 will vary from entry level to high depending on purpose, i.e for promotional activities or for retail

Lot 3 – Provision of an On-Campus Gift Store & Online/Pop Up Shop

II.2.14) Additional information

The anticipated contract period shall be for an initial 3 year period with the option to extend for any period up to and including 36 months.

The estimated total value stated above in Section II.1.5 is the lowest value in the range of £750,000 - £1 million and includes the initial 3 year contract period and the option to extend for any periods up to and including 36 months.

II.3) Estimated date of publication of contract notice

29 March 2024

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

Ulster University intends to commence a procurement exercise for Branded Promotional Merchandise, Branded Apparel and an online and on campus gift shop including pop up shops at certain locations.

The indicative timetable for the main stages of the procurement process is as follows:

- Invitation to Tender (ITT) - April 2024
- Contract Award - July 2024
- Services Commencement - August 2024

The purpose of this Prior Information Notice (PIN) and Request for Information (RFI) is to invite potential service providers to express an interest and provide information to assist with the procurement and development of a specification for Branded Promotional Merchandise, Branded Apparel and Gift shop provision.

The procurement route, duration and type of contract(s) shall be determined following this preliminary market consultation and engagement with market participants.

It is important to note that this PIN/RFI is not a call for competition, a pre-qualification questionnaire, part of any pre-qualification/selection process or a current tender opportunity. Potential service providers will need to express an interest in any future tender opportunity once a Contract Notice is published.