

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/005946-2024>

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](mailto: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](http://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.