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Tender

Assessment Centre Experience (ACE)

University of Hertfordshire Higher Education Corporation

F02: Contract notice

Notice identifier: 2024/S 000-006222

Procurement identifier (OCID): ocds-h6vhtk-043d11

Published 27 February 2024, 10:55am

Section I: Contracting authority

I.1) Name and addresses

University of Hertfordshire Higher Education Corporation

MacLaurin Building, 4 Bishops Square

Hatfield

AL10 8NE

Email

procurement-professionalservices@herts.ac.uk

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

<https://www.herts.ac.uk/>

Buyer's address

<https://in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

I.3) Communication

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

<https://in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

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

Assessment Centre Experience (ACE)

Reference number

24004

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Hertfordshire is conducting a tender exercise in order to set up a contract for the provision of the Assessment Centre Experience (ACE). It is anticipated that the contract will be awarded 15th April 2024 and will run from the 1st of May 2024 for three (3) years until 30th April 2027. At the end of the first three years the University will have an option to extend for a further year. This is subject to satisfactory performance of the contract. The contract duration is a maximum of four years. All University policies and regulations relating to information, security, data management, systems and services, will apply to all contracts resulting from this tender. All other information is available at

<https://in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

II.1.5) Estimated total value

Value excluding VAT: £540,000

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
- 79952100 - Cultural event organisation services

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

University of Hertfordshire

II.2.4) Description of the procurement

The University of Hertfordshire is conducting a tender exercise in order to set up a contract for the provision of the Assessment Centre Experience (ACE) event for students

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

48

This contract is subject to renewal

Yes

Description of renewals

The contract will be retendered at the end of the four years duration

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

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

Details as listed in the 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

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

27 March 2024

Local time

12:00pm

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

Tender must be valid until: 30 September 2024

IV.2.7) Conditions for opening of tenders

Date

27 March 2024

Local time

12:00pm

Place

University of Hertfordshire

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: After four year contract

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Crown Commercial Services

Liverpool

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

University of Hertfordshire Higher Education Corporation

Hatfield

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Contact the University of Hertfordshire at the above address and contact details