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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](mailto: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

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## **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

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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

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

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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

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

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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: 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