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Tender

## **US\_22070 - Remote Internships**

University of Sussex

F02: Contract notice

Notice identifier: 2023/S 000-008204

Procurement identifier (OCID): ocds-h6vhtk-03b4d1

Published 21 March 2023, 3:54pm

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

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

University of Sussex

Sussex House

Brighton

BN1 9RH

#### **Contact**

Kelly Feldman

#### **Email**

[k.feldman@sussex.ac.uk](mailto:k.feldman@sussex.ac.uk)

#### **Country**

United Kingdom

**Region code**

UKJ2 - Surrey, East and West Sussex

**National registration number**

RC000672

**Internet address(es)**

Main address

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

Buyer's address

<https://supplierlive.proactisp2p.com/Account/Login>

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://supplierlive.proactisp2p.com/Account/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/Account/Login>

**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**

US\_22070 - Remote Internships

Reference number

DN1485

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

- 800000000 - Education and training services

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

Services

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

We are seeking provision of between 100 and 150 remote internships per year, hosted by organisations outside the UK. Each internship should be 120 hours in length with hours potentially worked flexibly in line with student needs (NB. the standard 'shape' would be 20 hours a week for six weeks). The students taking part will all be undergraduates – either penultimate year or final year students (all disciplines). We may require capacity to run additional internships for other small cohorts outside of the main delivery period based on University needs.

The provider will work with organisations outside of the UK to source 100-150 remote internship opportunities per year. The provider will then match students to these opportunities, providing support and access to learning. The provider will monitor the internships and provide information to the university e.g. attendance metrics, quality metrics on the internship.

One provider would deliver all of the services above allowing the university to service 100-150 internships without having to seek out the opportunities and build the relationships with the individual global businesses internally.

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

Value excluding VAT: £560,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 80000000 - Education and training services

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

NUTS codes

- UKJ2 - Surrey, East and West Sussex

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

We are seeking provision of between 100 and 150 remote internships per year, hosted by organisations outside the UK. Each internship should be 120 hours in length with hours potentially worked flexibly in line with student needs (NB. the standard 'shape' would be 20 hours a week for six weeks). The students taking part will all be undergraduates – either penultimate year or final year students (all disciplines). We may require capacity to run additional internships for other small cohorts outside of the main delivery period based on University needs.

The provider will work with organisations outside of the UK to source 100-150 remote internship opportunities per year. The provider will then match students to these opportunities, providing support and access to learning. The provider will monitor the internships and provide information to the university e.g. attendance metrics, quality metrics on the internship.

One provider would deliver all of the services above allowing the university to service 100-150 internships without having to seek out the opportunities and build the relationships with the individual global businesses internally.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Value excluding VAT: £560,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Two optional 12 months extensions

### **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 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

20 April 2023

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

20 April 2023

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

University of Sussex

Sussex House, Falmer

Brighton

BN1 9RH

Email

[K.feldman@sussex.ac.uk](mailto:K.feldman@sussex.ac.uk)

Country

United Kingdom

Internet address

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