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Tender

## **US\_22204 - NMH Non Medical Helpers**

University of Sussex

F02: Contract notice

Notice identifier: 2023/S 000-009255

Procurement identifier (OCID): ocds-h6vhtk-03b743

Published 30 March 2023, 10:45am

### **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.proactis2p.com/Account/Login>

**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**

US\_22204 - NMH Non Medical Helpers

Reference number

DN1488

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

- 80000000 - Education and training services

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

Services

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

The University has a requirement to provide support services to our students who have been

assessed to need assistance whilst at university to enable them to reach their potential.

The Disability Advice team, part of the Student Advice and Guidance team within the Division

for Student Experience at the University of Sussex, provide disabled students with

personalised study support to enable them to reach their potential at university. Working as

part of a wider network, we offer timely, accurate and confidential information, advice,

guidance and resources to remove barriers to learning.

We are seeking to establish an agreement with a suitable preferred supplier who can provide

a high-quality fully managed service for Band 1 & 2 Non-Medical Helper (NMH) support for

students studying at the University of Sussex for the academic year 2023-24 onwards.

All providers must comply with the IR35 regulations as they apply to the University and ensure

all workers are paid under a PAYE system with tax and national insurance deducted at source.

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

Value excluding VAT: £875,000

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

This contract is divided into lots: No

### **II.2) Description**

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

- 85000000 - Health and social work services

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

NUTS codes

- UKJ2 - Surrey, East and West Sussex

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

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assessed to need assistance whilst at university to enable them to reach their potential.

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All providers must comply with the IR35 regulations as they apply to the University and ensure

all workers are paid under a PAYE system with tax and national insurance deducted at source.

#### **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: £875,000

#### **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

2 x Optional 1 year 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

2 May 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

2 May 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/>