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Tender

In-Country Student Recruitment Representation Services - China, India, South East Asia and North America

University of York

F02: Contract notice

Notice identifier: 2024/S 000-010129

Procurement identifier (OCID): ocds-h6vhtk-044dcf

Published 27 March 2024, 4:46pm

Section I: Contracting authority

I.1) Name and addresses

University of York

Heslington

York

YO10 5DD

Contact

Procurement Office

Email

donna.lyon@york.ac.uk

Telephone

+44 1904328207

Country

United Kingdom

NUTS code

UKE21 - York

Internet address(es)

Main address

www.york.ac.uk

I.3) Communication

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

<https://in-tendhost.co.uk/york/asp/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/york/asp/Home>

Tenders or requests to participate must be submitted to 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://in-tendhost.co.uk/york/asp/Home>

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

In-Country Student Recruitment Representation Services - China, India, South East Asia and North America

Reference number

UY PROC 999

II.1.2) Main CPV code

- 79600000 - Recruitment services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of York is pleased to invite tenders for the provision of In-Country Student Recruitment Representation Services in four key regions - China, India, South East Asia and North America. We are seeking bids from experienced in-country partner organisations, who will appoint (and manage) experienced student representatives to deliver on the ground student recruitment activity in these regions, resulting in increased student enrolments. This tender is lotted per region as follows: Lot 1 - China, Lot 2 - India, Lot 3 - South East Asia, Lot 4 - North America. Tenders may be submitted for a single Lot or multiple Lots dependent upon capability. Tenderers must be able to evidence a successful track record of delivering tangible results for other University clients in the specific region(s) they are bidding for, and be capable of providing the minimum services required by the University - please download the tender pack on In-Tend for further details.

II.1.5) Estimated total value

Value excluding VAT: £3,500,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Lot 1 - China

Lot No

1

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 80300000 - Higher education services

II.2.3) Place of performance

NUTS codes

- CN - China

II.2.4) Description of the procurement

In-country student recruitment representation services in the China region only.

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: £1,000,000

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

Initial term of the contract is 3 years with the option to extend for two further years in single year increments.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Initial term of the contract is 3 years with the option to extend for two further years in single year increments. Option to vary the contract to include other value-add services that may be offered by the successful tenderer.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Lot 2 - India

Lot No

2

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 80300000 - Higher education services

II.2.3) Place of performance

NUTS codes

- IN - India

II.2.4) Description of the procurement

In-country student recruitment representation services in the India region

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: £1,250,000

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

Initial term of the contract is 3 years with the option to extend for two further years in single year increments.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Initial term of the contract is 3 years with the option to extend for two further years in single year increments. Option to vary the contract to include other value-add services that may be offered by the successful tenderer.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Lot 3 - South East Asia

Lot No

3

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 80300000 - Higher education services

II.2.3) Place of performance

NUTS codes

- MY - Malaysia
- ID - Indonesia
- TH - Thailand

II.2.4) Description of the procurement

In-country student recruitment representation services for the South East Asia region only.

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: £750,000

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

Initial term of the contract is 3 years with the option to extend for two further years in single year increments.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Initial term of the contract is 3 years with the option to extend for two further years in single year increments. Option to vary the contract to include other value-add services that may be offered by the successful tenderer.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Lot 4 - North America

Lot No

4

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 80300000 - Higher education services

II.2.3) Place of performance

NUTS codes

- US - United States

II.2.4) Description of the procurement

In-country student recruitment representation services for the North America region only.

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: £500,000

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

Initial term of the contract is 3 years with the option to extend for two further years in single year increments.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Initial term of the contract is 3 years with the option to extend for two further years in single year increments. Option to vary the contract to include other value-add services that may be offered by the successful tenderer.

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

As stated in the procurement 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

30 April 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

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

30 April 2024

Local time

12:10pm

Place

In-Tend system

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 5 years from now if all extension options are exercised.

VI.3) Additional information

The University will use their eTendering system in this procurement exercise. Prospective suppliers should first register on the In-Tend system at <https://in-tendhost.co.uk/york/>. Once registered you will then be able to find the tender documentation by logging into the In-Tend portal and clicking on the Current Tenders link. Please note that all estimated values stated in this notice are for the full contract duration of 5 years assuming that all extension options are taken up.

VI.4) Procedures for review

VI.4.1) Review body

University of York

York

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The University will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority in the first instance, before the contract is entered into.