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Tender

Student Placement Management System - Professional Placements

LEEDS TRINITY UNIVERSITY

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-010715

Procurement identifier (OCID): ocds-h6vhtk-04f776 ([view related notices](#))

Published 21 March 2025, 2:13pm

Scope

Reference

ITS115LTU

Description

Undertaking professional placements is a key feature of the degree and university experience for students at Leeds Trinity University (LTU) and we are seeking to implement a placement management system that will support the management of the wide variety of professional placement models we provide.

This procurement seeks to appoint a partner to deliver an already established, student placement management system that enhances the work of the Professional Placements Team at LTU but also has functionality to enhance the work of placements teams based within our Academic Partners.

The procurement seeks to:

- Deliver an intelligent placement management system that offers the most efficient and

effective management of professional placements for students on a wide variety of study programmes and placement models.

- Deliver a placement management system that integrates with key systems, including Active Directory, SITS and Target Connect.
- Deliver a placement management system that can accommodate users from identified LTU Academic Partner organisations and only allows users to access data related to their own organisation.
- Provide detailed training to LTU staff, ensuring they are well-prepared to train colleagues at Academic Partner organisations
- Deliver a placement management system that enables appropriate LTU staff to access the data for all its Academic Partner organisations.
- Deliver a placement management system that has the flexibility to scale up and down to accommodate changes in student numbers.
- Deliver a GDPR compliant solution that also meets the Web Content accessibility Guidelines 2.2 A and AA requirements and is therefore compliant with the Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018.

Instructions and accessing the tender documents:

The procurement will be conducted exclusively via the university's e-tendering website, where all documentation can be found and downloaded:

<https://neupc.delta-esourcing.com/members/leeds-trinity-university/>

Accessing an Opportunity via the university's e-tendering website:

Once you have created a supplier profile, to respond to an opportunity, click 'Response Manager' or 'View Invites and Responses'. You will then be presented with a list of all

opportunities your organisation has previously worked on and will be given the option of viewing current invites or entering the access code to begin responding to a new opportunity.

Project:ITS115LTU Student Placement Management System - Professional Placements

Access Code: BA4356675V

The contract will be in place for an initial term of 3 years. Following this the University

reserves the right to extend the contract for up to 2 periods of 12 months.

Total value (estimated)

- £250,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 August 2025 to 31 July 2028
- Possible extension to 31 July 2030
- 5 years

Description of possible extension:

The University reserves the right to extend the contract by up to 2 additional periods of 12 months, subject to ongoing requirement and supplier performance.

Options

The right to additional purchases while the contract is valid.

The University reserves the right to purchase additional related modules of the system which may cover other placement areas, where it is considered beneficial to have a single system.

Main procurement category

Goods

CPV classifications

- 48000000 - Software package and information systems

Contract locations

- UKE42 - Leeds

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

8 April 2025, 5:00pm

Tender submission deadline

15 April 2025, 12:00pm

Submission address and any special instructions

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Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

15 July 2025

Recurring procurement

Publication date of next tender notice (estimated): 1 March 2028

Award criteria

Name	Type	Weighting
Price	Price	50%
Functional Requirements	Quality	40%
Quality	Quality	10%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Documents

Associated tender documents

<http://www.https://neupc.delta-esourcing.com/members/leeds-trinity-university/>

Contracting authority

LEEDS TRINITY UNIVERSITY

- Companies House: 06305220
- Charity Commission (England and Wales): 1120102
- Public Procurement Organisation Number: PGBV-8529-RCMZ

Brownberrie Lane

Leeds

LS18 5HD

United Kingdom

Contact name: Lyndsay Glasper

Email: l.glasper@leedstrinity.ac.uk

Website: <https://www.leedstrinity.ac.uk/>

Region: UKE42 - Leeds

Organisation type: Public authority - sub-central government