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Tender

Polling Replacement Service

University Of Edinburgh

F02: Contract notice

Notice identifier: 2022/S 000-011226

Procurement identifier (OCID): ocids-h6vhtk-033277

Published 29 April 2022, 4:12pm

Section I: Contracting authority

I.1) Name and addresses

University Of Edinburgh

Charles Stewart House, 9-16 Chambers Street

Edinburgh

EH1 1HT

Contact

Kingsley Eboh

Email

keboh@ed.ac.uk

Telephone

+44 1316502508

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.ed.ac.uk/schools-departments/procurement/supplying>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00107

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

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

Polling Replacement Service

Reference number

EC0976

II.1.2) Main CPV code

- 72212190 - Educational software development services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Edinburgh requires a contractor to replace and subsequently maintain polling system software for the University

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72212190 - Educational software development services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

University of Edinburgh

II.2.4) Description of the procurement

The University of Edinburgh requires a contractor for a provision of Polling System replacement services.

Details relevant to this contract notice has been provided in the attached procurement brief.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 80

Price - Weighting: 20

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

This contract can be extended for up to a total 48 months at the sole discretion of the University of Edinburgh

II.2.9) Information about the limits on the number of candidates to be invited

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

0 - Unacceptable Nil or inadequate response. Fails to demonstrate previous experience/capacity/capability relevant to this criterion.

1 - Poor Response is partially relevant but generally poor. The response shows some elements of relevance to the criterion but contains insufficient/limited detail or explanation to demonstrate

previous relevant experience/ capacity/capability.

2 - Acceptable Response is relevant and acceptable. The response demonstrates broad previous experience, knowledge and skills/capacity/capability but may lack in some aspects of similarity e.g. previous

experience, knowledge or skills may not be of a similar nature.

3 - Good Response is relevant and good. The response is sufficiently detailed to demonstrate a good amount of experience, knowledge or skills/capacity/capability relevant to providing similar services

to similar clients.

4 - Excellent Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates thorough experience, knowledge or skills/capacity/capability relevant

to providing similar services to similar clients.

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

The University of Edinburgh uses D&B, an independent provider of online business credit reports, to assess the financial standing of bidders. Bidders are encouraged to review their financial performance on D&B and read information about how that data is collected and used prior to submitting a tender.

If a bidder does not agree with the credit rating it has been given by D&B it can provide supporting evidence to demonstrate its current position and this will be taken into account when the financial standing is being assessed.

If a bidder is not listed on D&B, for whatever reason, then it may be asked to submit equivalent accounts to enable the required assessment of financial standing to be carried out.

Bidders should have a D&B failure score of 51 or higher to demonstrate satisfactory financial standing. If a bidder has a lower failure score and has the backing of a parent company with a failure score of 51 or higher, then the provision of a Parent Company Guarantee prior to the award of any contract will be acceptable. If a tenderer has a failure score and no evidence to support a stable or improved financial standing then the bidder may be rejected. This rejection will be at the sole discretion of the University of Edinburgh

Minimum level(s) of standards possibly required

Insurance Requirements

Public Liability Insurance (GBP1m)

Employer's (Compulsory) Liability Insurance (GBP2m)

Professional Indemnity Insurance (GBP1m)

III.1.3) Technical and professional ability

List and brief description of selection criteria

(4C1.2) Bidders will be required to provide the following for three relevant past projects of a similar nature. - Organisation name - Contract value - Length of contract - Contract

dates. - Product Ownership and any safeguarding for the university. - Detailed description of role undertaken alongside information on implementation. Please provide UK and HE Specific Market Engagement examples and ensure information provided relates only on your main/current release.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

All contract performance condition will be published with the ITT documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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

31 May 2022

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

20 June 2022

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=691478.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:691478)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=691478

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom

