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Contract

Unit4 Renewal

UNIVERSITY OF SUSSEX(THE)

F03: Contract award notice

Notice identifier: 2025/S 000-011582

Procurement identifier (OCID): ocds-h6vhtk-04f993

Published 27 March 2025, 2:28pm

Section I: Contracting authority

I.1) Name and addresses

UNIVERSITY OF SUSSEX(THE)

Sussex House

Falmer, Brighton

BN19RH

Email

kasia.thomas@sussex.ac.uk

Country

United Kingdom

Region code

UKJ21 - Brighton and Hove

Companies House

RC000672

Internet address(es)

Main address

<https://www.sussex.ac.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

Unit4 Renewal

Reference number

US_25209

II.1.2) Main CPV code

- 72000000 - IT services: consulting, software development, Internet and support

II.1.3) Type of contract

Services

II.1.4) Short description

UNIT4 is the University's main Enterprise Resource Planning (ERP)

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £71,622

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

II.2.4) Description of the procurement

UNIT4 is the primary finance system for the University, used for raising purchase orders, paying invoices, authorizing expenses and so on. This contract is for support and maintenance of our UNIT4 system.

II.2.5) Award criteria

Price

II.2.11) Information about options

Options: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Award of a contract without prior publication of a call for competition in the cases listed below

- The services can be provided only by a particular economic operator for the following reason:
 - absence of competition for technical reasons

Explanation:

The tender procedure followed for this requirement was a direct award in line with the Public Contracts Regulations 2015, regulation 32. "(2) The negotiated procedure without prior publication may be used for public works contracts, public supply contracts and public service contracts in any of the following cases:- (b) where the works, supplies or services can be supplied only by a particular economic operator for any of the following reasons:- (ii) competition is absent for technical reasons, and (iii) the protection of exclusive rights, including intellectual property rights".

UNIT4 has been on a long term contract starting on 01.01.2026 as a result of a tender process and contract award from December 2024.

Replacing this system would be impossible in the given timescale of end of April 2025 and delay in renewing might cause disruption to working practices around invoicing and expenses for the entire University. The University new Cloud Unit 4 service provision is to commence January 2026 with a duration until December 2027.

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section V. Award of contract

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

21 March 2025

V.2.2) Information about tenders

Number of tenders received: 1

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

UNIT4 Business Software Limited

London

Country

United Kingdom

NUTS code

- UK - United Kingdom

Companies House

01737985

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £71,622

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

University of Sussex

Brighton

Country

United Kingdom