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Tender

## **POST GRADUATE WORK EXPERIENCE PREPARATION PROGRAMME**

Sheffield Hallam University

F02: Contract notice

Notice identifier: 2022/S 000-011872

Procurement identifier (OCID): ocids-h6vhtk-0334fd

Published 6 May 2022, 3:25pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Sheffield Hallam University

City Campus, Howard Street

SHEFFIELD

S11WB

#### **Contact**

Procurement Team

#### **Email**

[strategicprocurement@shu.ac.uk](mailto:strategicprocurement@shu.ac.uk)

#### **Telephone**

+44 1142253431

#### **Country**

United Kingdom

**Region code**

UKE32 - Sheffield

**Internet address(es)**

Main address

<https://www.shu.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/sheffieldhallamuniversity>

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/sheffieldhallamuniversity>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

POST GRADUATE WORK EXPERIENCE PREPARATION PROGRAMME

Reference number

2122-46-BESE-DB

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

- 80000000 - Education and training services

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

Services

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

Sheffield Hallam University are looking to appoint a supplier who can deliver a short co-curricular programme or series of linked activities to support the work experience placement preparation for PGT students of whom the majority are international students.

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

Value excluding VAT: £450,000

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

This contract is divided into lots: No

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

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

- 80300000 - Higher education services
- 80400000 - Adult and other education services
- 80500000 - Training services

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

NUTS codes

- UKE - Yorkshire and the Humber

Main site or place of performance

Sheffield / Online

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

The aim is to deliver a work experience placement preparation offer to ensure that PGT students on a work experience (placement) course are provided with a meaningful, supported co-curricular experience to prepare and give them the skills required to seek and source a work experience (placement) following the activity or programme, the activity or programme must be linked to industry.

The University is looking for the supplier to lead and take ownership of this programme and to provide consistency in our employability and placement preparation support for PGT students.

To specifically highlight the support package for International PGT students and their understanding and engagement with UK employment activities.

To support and align to institutional adherence to UKVI compliance and Visa regulations.

#### **II.2.5) Award criteria**

Quality criterion - Name: Marketing / Weighting: 5%

Quality criterion - Name: Social Value / Weighting: 10%

Quality criterion - Name: Service Delivery / Weighting: 20%

Quality criterion - Name: Performance / Weighting: 5%

Quality criterion - Name: Contract Management/Reporting / Weighting: 10%

Quality criterion - Name: User Experience / Weighting: 10%

Price - Weighting: 40%

#### **II.2.6) Estimated value**

Value excluding VAT: £450,000

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 year initial period with 3 x 1 year options to extend dependant on performance

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: 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

6 June 2022

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**

Tender must be valid until: 6 September 2022

#### **IV.2.7) Conditions for opening of tenders**

Date

6 June 2022

Local time

5:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Sheffield Hallam University Legal Services

Sheffield

Country

United Kingdom