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Planning

## **Associate Lecturer Workload Management System**

OPEN UNIVERSITY(THE)

F01: Prior information notice

Reducing time limits for receipt of tenders

Notice identifier: 2021/S 000-011966

Procurement identifier (OCID): ocds-h6vhtk-02b630

Published 28 May 2021, 11:29am

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

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

OPEN UNIVERSITY(THE)

The Vice-Chancellors Office, Walton Hall

MILTON KEYNES

MK76AA

#### **Contact**

Procurement Team

#### **Email**

[FBS-Procurement@open.ac.uk](mailto:FBS-Procurement@open.ac.uk)

#### **Telephone**

+44 1908655814

**Country**

United Kingdom

**NUTS code**

UKJ12 - Milton Keynes

**Internet address(es)**

Main address

<https://in-tendhost.co.uk/openuniversity>

**I.3) Communication**

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

<https://in-tendhost.co.uk/openuniversity>

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/openuniversity>

**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**

Associate Lecturer Workload Management System

Reference number

ALWLM/PRO/PIN/2021 OUPA10662

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

- 48000000 - Software package and information systems

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

Supplies

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

This is a prior information notice informing the market of the intention by the Open University to tender for a Workload Management System (WLM) that can be used to allocate various types of work to our Associate Lecturers (ALs) within the OUs four Faculties. The OU requires a Workload Management System that allows for the efficient allocation of the contractual FTE of appropriately skilled Associate Lecturers to deliver work items (modules, Tuition Related Activities (TRA) and other activities).

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

Value excluding VAT: £1,000,000

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

This contract is divided into lots: No

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

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

- 48100000 - Industry specific software package

- 48450000 - Time accounting or human resources software package

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

NUTS codes

- UKJ12 - Milton Keynes

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

This is a Prior Information Notice to reduce timescales, this is not a call for competition. An Information document is available for suppliers to download on InTend outlining details of the proposed procurement and a summary of the challenging requirements. Any detailed description of requirements is yet to be determined for the supply and services described.

The Open University (OU) requires a Workload Management (WLM) System that can be used to allocate various types of work to our Associate Lecturers (ALs) within the OU's four Faculties. The introduction of new contractual terms & conditions for the OU's Associate Lecturer workforce means that the model of assigning work to the ALs is changing. We wish to purchase a Workload Management System that allows the efficient allocation of the contractual FTE of appropriately skilled Associate Lecturers to deliver work items (modules, Tuition Related Activities (TRA) and other activities).

The procurement, in addition to the software system, may also include consultancy, implementation and software development services as well as support and maintenance for the software. This is a time critical procurement and it is anticipated that the procurement will commence in July.

Any potential resulting tender will be advertised via the OUs tender portal: <https://in-tendhost.co.uk/openuniversity>

and will require further registration. Registration is free and interested parties can register at any time and search for tenders (and PINs) as and when they are advertised.

### **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**

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the contract will run for an initial period and will include options to extend the contract further beyond the initial period. Full details will be as set out in the procurement documents

## **II.2.14) Additional information**

Note this is a PIN notice only in order to reduce timescales. Further information on the planned procurement can be found on the Intend portal <https://intendhost.co.uk/openuniversity>

The OU is not seeking engagement from suppliers at this time.

## **II.3) Estimated date of publication of contract notice**

5 July 2021

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# **Section III. Legal, economic, financial and technical information**

## **III.1) Conditions for participation**

### **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

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## Section IV. Procedure

### IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: Yes

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## Section VI. Complementary information

### 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

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and will require further registration. Registration is free and interested parties can register at any time and search for tenders (and PINs) as and when they are advertised.

### VI.4) Procedures for review

#### VI.4.1) Review body

N/A

N/A

N/A

Country

United Kingdom

