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Tender

## **Design and Build of the Cardiff Metropolitan University Website**

Head of Procurement

F02: Contract notice

Notice identifier: 2022/S 000-014240

Procurement identifier (OCID): ocids-h6vhtk-033e45

Published 24 May 2022, 12:21pm

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

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

Head of Procurement

Western Avenue

Cardiff

CF5 2YB

#### **Contact**

Andrea Brooksbank

#### **Email**

[abrooksbank@cardiffmet.ac.uk](mailto:abrooksbank@cardiffmet.ac.uk)

#### **Telephone**

+44 2920417310

#### **Country**

United Kingdom

**NUTS code**

UKL22 - Cardiff and Vale of Glamorgan

**Internet address(es)**

Main address

<http://www.cardiffmet.ac.uk/procurement/>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0259](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0259)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://in-tendhost.co.uk/cardiffmet/asp/Home>

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/cardiffmet/asp/Home>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://in-tendhost.co.uk/cardiffmet/asp/Home>

**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**

Design and Build of the Cardiff Metropolitan University Website

Reference number

ITT/22/22

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

- 72212783 - Content management software development services

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

Services

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

The University wishes to appoint an organisation to design, build, host and maintain the University's new web site.

We are flexible in our approach and welcome bids from suppliers that are either web designers and would build the site from an open-source CMS and provide design and hosting, or CMS suppliers that would provide the whole solution from the CMS and the design, build to hosting.

We aim to launch the new website in summer 2023 and have an estimated budget of circa 365,000.00 GBP inc. vat for the entire project.

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

Value excluding VAT: £365,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 48780000 - System, storage and content management software package
- 72413000 - World wide web (www) site design services
- 72415000 - World wide web (www) site operation host services

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

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

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

The University wishes to appoint a supplier to build the entire Cardiff Metropolitan University website. We are seeking a partner that is as passionate about achieving our goals as we are and want to build a strong and flexible working relationship between the service provider and our in-house teams to implement the web build and content strategy together.

The current website runs on Microsoft 2013 and has been in place since 2009. The site has had numerous changes over a 10-year period, consists of over 2000 indexed pages, multiple content editors across the university who create and maintain pages on the website. The site is now outdated and needs replacing and updating.

The new website replacement project will include 3 major work streams,

1 New wireframe and design

2 CMS website build hosting and maintenance

3 Content project including a content strategy plan.

The University is looking to award to a bidder that will provide work for streams 1 and 2 with close collaboration on workstream 3.

The procurement will follow a two stage Restricted process, the first stage is pre-qualification using the Selection Questionnaire (SQ). The SQ is available on the University's etender portal Intend

<https://in-tendhost.co.uk/cardiffmet/asp/Home>

The closing date and time for return of the completed SQ is 12 noon on the 24th June 2022. It is envisaged that tender documentation will be issued to those suppliers who successfully pre-qualify (5 suppliers) week commencing 4th July 2022.

To access the SQ please register on the Intend etender site, which is free of charge and simply requires some standard contact details. As soon as login details and password are created please login. Select Tenders, Current, the project is the Design and Build of the University's Website, View Details, Express an Interest and the SQ document is in the Selection Stage tab of the project. You may then view the SQ or download. Please return a completed SQ by uploading the document to the site and selecting Submit return by the date and time.

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

Quality criterion - Name: Technical / Weighting: 75

Cost criterion - Name: cost / Weighting: 25

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

Value excluding VAT: £365,000

### **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

Two, one year contract extension options will be available subject to performance (3 + 1 + 1).

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

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Detailed in the SQ document.

**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

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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.1.1) 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

24 June 2022

Local time

12:00pm

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

4 July 2022

#### **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**

Duration in months: 6 (from the date stated for receipt of tender)

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

[https://www.sell2wales.gov.wales/Search/Search\\_Switch.aspx?ID=121500](https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=121500).

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

the successful provider will be required to provide an overview of the positive social or community benefits that they may be able to deliver to the University, its student population and or the local community. More information on community benefits is available by copy and pasting the url into a browser

<https://gov.wales/procurement-social-value-community-benefits>

(WA Ref:121500)

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom