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Tender

## **Investigation Services**

London School of Hygiene & Tropical Medicine

F02: Contract notice

Notice identifier: 2022/S 000-014386

Procurement identifier (OCID): ocds-h6vhtk-031ecf

Published 24 May 2022, 4:41pm

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

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

London School of Hygiene & Tropical Medicine

Keppel Street

London

WC1E 7HT

#### **Contact**

Simon Coller

#### **Email**

[Simon.coller1@lshtm.ac.uk](mailto:Simon.coller1@lshtm.ac.uk)

#### **Telephone**

+44 2079272471

**Country**

United Kingdom

**NUTS code**

UKI - London

**National registration number**

RC000330

**Internet address(es)**

Main address

<http://www.lshtm.ac.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/104519>

**I.3) Communication**

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

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=47385&B=LSHTM](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=47385&B=LSHTM)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=47385&B=LSHTM](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=47385&B=LSHTM)

Tenders or requests to participate must be submitted to the above-mentioned address

**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**

Investigation Services

Reference number

LSHTM-2022-05

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

- 79414000 - Human resources management consultancy services

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

Services

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

The London School of Hygiene & Tropical Medicine is committed to providing an inclusive environment in which everyone can work and study with dignity and respect. Our human resources team wishes to procure a supplier with the skills and experience needed to provide an investigation service for individual cases which require specific subject matter expertise and/or independence (externality) from LSHTM.

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

Value excluding VAT: £350,000

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

This contract is divided into lots: No

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

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

- 79720000 - Investigation services

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

NUTS codes

- UKI - London

Main site or place of performance

London

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

The London School of Hygiene & Tropical Medicine is committed to providing an inclusive environment in which everyone can work and study with dignity and respect. Working within the scope of our EDI strategy and anti-bullying and harassment policy, our human resources team wishes to procure an investigation service for individual cases which require specific subject-matter expertise and/or independence (externality) from LSHTM.

The successful bidder will be a supplier with the skills, experience and accreditations needed to undertake various types of investigative work including face-to-face interviews and investigations which are trauma-informed and ethical in their approach and methodology. The contract will have a two-year primary term with options to extend for up to three further years. We expect to commission about five investigations per year.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 August 2022

End date

31 July 2024

This contract is subject to renewal

Yes

Description of renewals

There will be 3 x 1-year extension options.

#### **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**

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.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-006198](#)

##### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

27 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**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

27 June 2022

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

The Royal Courts of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

#### **VI.4.4) Service from which information about the review procedure may be obtained**

London School of Hygiene & Tropical Medicine

Keppel Street

London

WC1E 7HT

Country

United Kingdom