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Tender

Timetabling solution partner

Coventry University

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-014453

Procurement identifier (OCID): ocds-h6vhtk-04e8ae

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Scope

Reference

PA-FRAM-1458-25-TH V2

Description

Coventry University aims to acquire and implement a new timetabling solution that prioritises the needs of our students. We seek to invest in a system that extends beyond basic room scheduling, optimising both our campus resources and students' time for maximum efficiency.

Our students choose to come to us to invest in their future and expect a continual return on their investment. A significant number of our undergraduate and postgraduate students balance part-time work alongside their studies, as well as other commitments such as childcare. It is important that we consider the unique circumstances of our learners, including location, commuting distance and work responsibilities.

We need a modern and secure, Software-as-a-Service solution, which integrates with our in-house student record system, learning platform and in-house attendance monitoring solution. The solution needs to be flexible, with the ability to adapt as we continue to develop our offering in the higher education market and respond with agility to changing student expectations.

Our supplier and system will help maximise the value of a timetable, by:

- Ensuring our students have real-time, online access to their personalised timetable.
- Enabling us to push notifications to students following changes to their timetable
- Giving students seamless access to all the information they need to maximise participation in their teaching and learning journey.
- Providing a typical, sample timetable in advance to an applicant who is considering choosing to study at the university, giving them the information they need to understand how their studies could fit around work and other commitments.
- Giving our students their final timetable as soon as they complete their enrolment, ensuring they can start their studies immediately.
- Providing our international applicants with early sight of their proposed timetable ahead of completing their enrolment (while still travelling to the UK and undertaking Right to Study checks).
- Providing our returning students with a draft timetable well in advance of the next stage of their course, allowing them to amend work and other commitments before they resume their study

This process will be a two-stage process under the Public Regulations 2024 and be run under the Competitive Flexible Process. The procurement process will include the Conditions of Participation stage, which will be utilised for shortlisting suppliers and the Invitation to Tender stage, which include the shortlisted suppliers. All suppliers who are required to complete the Procurement Specific Questionnaire and complete and sign; Appendix 2, Declaration of Compliance for their first stage submission to be evaluated.

The process is designed for fairness and transparency to all the suppliers that wish to work with Coventry University and declare an expression of interest utilising the University's procurement portal below.

<https://in-tendhost.co.uk/coventryuniversity.aspx/Home>

Note that the estimated budget for any awarded contract is £564,302.00 including VAT, however Coventry University is willing to consider submissions between £400,000.00 including VAT and £800,000.00 including VAT.

Total value (estimated)

- £470,252 excluding VAT
- £564,302 including VAT

Above the relevant threshold

Contract dates (estimated)

- 4 August 2025 to 4 August 2028
- Possible extension to 24 July 2029
- 3 years, 11 months, 21 days

Description of possible extension:

One extension equal to 12 months. 3+1 year maximum contract term.

Main procurement category

Goods

CPV classifications

- 48000000 - Software package and information systems
-

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Submission type

Tenders

Tender submission deadline

5 June 2025, 12:00pm

Submission address and any special instructions

<https://in-tendhost.co.uk/coventryuniversity.aspx/Home>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

7 July 2025

Award criteria

Name	Description	Type
Conditions of Participation	Conditions of participation criteria published in section three of the Procurement Specific Questionnaire (PSQ). ITT criteria to follow once the suppliers have been shortlisted from the PSQ.	Quality

Weighting description

Conditions of participation criteria published in section three of the Procurement Specific Questionnaire (PSQ). ITT criteria to follow once the suppliers have been shortlisted from the PSQ.

Other information**Conflicts assessment prepared/revised**

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

Two stage process: Procurement Specific Questionnaire to shortlist followed by the ITT with the shortlisted suppliers.

Documents

Associated tender documents

<https://in-tendhost.co.uk/coventryuniversity.aspx/Home>

Contracting authority

Coventry University

- Public Procurement Organisation Number: PMMH-2339-NMGH

Priory Street

Coventry

CV1 5FB

United Kingdom

Contact name: Thomas Hasson

Email: Procurement@coventry.ac.uk

Website: <https://in-tendhost.co.uk/coventryuniversity.aspx/Home>

Region: UKG33 - Coventry

Organisation type: Public authority - sub-central government