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Tender

Domestic Courier Services/RES/PRO/2021

The Open University

F02: Contract notice

Notice identifier: 2021/S 000-014885

Procurement identifier (OCID): ocds-h6vhtk-02c198

Published 29 June 2021, 9:51pm

Section I: Contracting authority

I.1) Name and addresses

The Open University

Procurement Services, Walton Hall,

Milton Keynes

MK7 6BP

Contact

Sarah Dunn

Email

finance-tenders@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>

Buyer's address

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

I.3) Communication

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

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

Additional information can be obtained from the above-mentioned address

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Domestic Courier Services/RES/PRO/2021

Reference number

OUPA10577

II.1.2) Main CPV code

- 64120000 - Courier services

II.1.3) Type of contract

Services

II.1.4) Short description

The Open University seeks a provider for UK based courier services. The contract will provide a variety of delivery options for packages from 100g to generally about 10kg. A significant proportion of parcels will be collected from our Wellingborough Distribution Services (WDS) Warehouse and will be within the dimensions of 250mm X 350mm x 75mm with an average parcel weight of 1.98kg. The vast majority of our shipments are expected to be shipped to customer within 48 hours. The packages will contain learning materials for students and faculty across the UK, although it is possible that collection points and contents may differ from time to time.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ12 - Milton Keynes

II.2.4) Description of the procurement

The Open University seeks a provider for UK based courier services. The contract will provide a variety of delivery options for packages from 100g to generally about 10kg. A significant proportion of parcels will be collected from our Wellingborough Distribution Services (WDS) Warehouse and will be within the dimensions of 250mm X 350mm x 75mm with an average parcel weight of 1.98kg. The vast majority of our shipments are expected to be shipped to customer within 48 hours. The packages will contain learning materials for students and faculty across the UK, although it is possible that collection points and contents may differ from time to time. Summary of Key Requirements• Secure delivery of parcels to commercial and residential addresses• Delivery to HM Prisons and secure facilities• Delivery to BFPO addresses• Fully tracked service that is accessible by staff

and students• "Package delivered" notifications to the OU and "package due to be delivered" notifications to our customer• Collection services for items to be returned to the OU

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The contract is for an initial period of 4 years and may be extended by the OU for further 12 month periods up to a maximum length of 6 years in total, at its discretion.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The contract is for an initial period of 4 years and may be extended by the OU for further 12 month periods up to a maximum length of 6 years in total, at its discretion.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

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

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

30 July 2021

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

The Open University

Walton Hall

Milton Keynes

MK7 6AA

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

The Open University

Walton Hall

Milton Keynes

MK7 6AA

Country

United Kingdom

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

The Open University

Walton Hall

Milton Keynes

MK7 6AA

Country

United Kingdom