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Tender

Framework Agreement for the Provision of Disabled Students' Allowance Assessments

University of the Highlands and Islands
Argyll College
Inverness College UHI (Also known as UHI Inverness)
UHI Moray
UHI North, West and Hebrides
UHI Orkney
UHI Perth
UHI Shetland
Highland Theological College
Sabhal Mòr Ostaig
Scottish Association for Marine Science ('SAMS')
University of the Highlands and Islands

F02: Contract notice

Notice identifier: 2026/S 000-016608

Procurement identifier (OCID): ocds-h6vhtk-065b64

Published 24 February 2026, 4:03pm

Section I: Contracting authority

I.1) Name and addresses

University of the Highlands and Islands

UHI House, Old Perth Road

Inverness

IV2 3JH

Email

ayoung@apuc-scot.ac.uk

Telephone

+44 1463279000

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00101

I.1) Name and addresses

Argyll College

Dunoon Centre, West Bay

Dunoon

PA23 7HU

Email

info@argyllcollege.ac.uk

Telephone

+44 8452309969

Country

United Kingdom

NUTS code

UKM63 - Lochaber, Skye & Lochalsh, Arran & Cumbrae and Argyll & Bute

Internet address(es)

Main address

<http://www.argyll.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA18943

I.1) Name and addresses

Inverness College UHI (Also known as UHI Inverness)

1 Inverness Campus

Inverness

IV2 5NA

Email

info@inverness.uhi.ac.uk

Telephone

+44 1463273000

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<http://www.inverness.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00454

I.1) Name and addresses

UHI Moray

Moray Street

Elgin

IV30 1JJ

Email

michaela.munro.moray@uhi.ac.uk

Telephone

+44 1343576000

Fax

+44 1343576001

Country

United Kingdom

NUTS code

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Internet address(es)

Main address

<https://www.moray.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00460

I.1) Name and addresses

UHI North, West and Hebrides

(Stornoway Campus), Ormlie Road

Thurso

KW14 7EE

Email

doug.rattray@uhi.ac.uk

Telephone

+44 1851770262

Fax

+44 1343576001

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.lews.uhi.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00459

I.1) Name and addresses

UHI Orkney

East Road

Kirkwall

KW15 1LX

Email

keith.chalmers@uhi.ac.uk

Telephone

+44 1856569000

Fax

+44 1343576001

Country

United Kingdom

NUTS code

UKM65 - Orkney Islands

Internet address(es)

Main address

<http://www.orkney.uhi.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA16902

I.1) Name and addresses

UHI Perth

Crieff Road

Perth

PH1 2NX

Email

pc.procurement@perth.uhi.ac.uk

Telephone

+44 1738877000

Fax

+44 1343576001

Country

United Kingdom

NUTS code

UKM77 - Perth & Kinross and Stirling

Internet address(es)

Main address

<http://www.perth.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00464

I.1) Name and addresses

UHI Shetland

Gremista

Lerwick

ZE1 0PX

Email

info.shetland@uhi.ac.uk

Telephone

+44 1595771000

Fax

+44 1343576001

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<https://www.shetland.uhi.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA25563

I.1) Name and addresses

Highland Theological College

High Street

Dingwall

IV15 9HA

Email

htc@uhi.ac.uk

Telephone

+44 1349780203

Fax

+44 1343576001

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<https://www.htc.uhi.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA29323

I.1) Name and addresses

Sabhal Mòr Ostaig

Sabhal Mor Ostaig, Teangue

Isle of Skye

IV44 8RQ

Email

fios@smo.uhi.ac.uk

Telephone

+44 1471888000

Fax

+44 1471888001

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<http://www.smo.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00467

I.1) Name and addresses

Scottish Association for Marine Science ('SAMS')

Scottish Marine Institute, Oban

Argyll

PA37 1QA

Email

tenders@sams.ac.uk

Telephone

+44 1631559000

Fax

+44 1631559001

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA14563

I.1) Name and addresses

University of the Highlands and Islands

UHI House, Old Perth Road

Inverness

IV2 3JH

Email

procurement@uhi.ac.uk

Telephone

+44 1463279000

Fax

+44 1631559001

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.uhi.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00101

I.2) Information about joint procurement

The contract involves joint procurement

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

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

Framework Agreement for the Provision of Disabled Students' Allowance Assessments

Reference number

CS-UHI-40857

II.1.2) Main CPV code

- 85100000 - Health services

II.1.3) Type of contract

Services

II.1.4) Short description

The Academic Partners of the University of the Highlands and Islands wish to set up a Framework Agreement for the Provision of Disabled Students' Allowance Assessments.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 75122000 - Administrative healthcare services
- 80561000 - Health training services
- 85000000 - Health and social work services
- 85100000 - Health services
- 80340000 - Special education services

- 80330000 - Safety education services
- 80400000 - Adult and other education services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The Academic Partners of the University of the Highlands and Islands wish to set up a Framework Agreement for the Provision of Disabled Students' Allowance Assessments.

For the purpose of clarification, the below partners have access to this Framework Agreement. It should be noted that partners have the option to purchase requirements outside of this Framework Agreement and are not obligated to use the Framework Agreement.

- UHI Argyll
- UHI Executive Office
- UHI Inverness
- UHI Moray
- UHI North, West and Hebrides
- UHI Orkney
- UHI Perth
- UHI Shetland
- Highland Theological College
- Sabhal Mòr Ostaig
- Scottish Association for Marine Science

II.2.5) Award criteria

Quality criterion - Name: Assessor and Student Relationship / Weighting: 10%

Quality criterion - Name: Role of the Assessor / Weighting: 15%

Quality criterion - Name: Skills, Knowledge and Expertise / Weighting: 15%

Quality criterion - Name: Commitment to Reporting Timescales / Weighting: 10%

Quality criterion - Name: Quality Management / Weighting: 10%

Quality criterion - Name: Account Management / Weighting: 5%

Quality criterion - Name: Capacity / Weighting: 5%

Quality criterion - Name: Continuous Improvement / Weighting: 5%

Quality criterion - Name: Added Value Services / Weighting: 5%

Quality criterion - Name: Fair Work Practices / Weighting: 5%

Cost criterion - Name: Total Cost / Weighting: 15%

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend the Framework Agreement for two (2) x twelve (12) month periods, subject to satisfactory performance and continued requirement of the Authority.

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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Protecting Vulnerable Groups (PVG) Membership

Each Assessor must be registered with Disclosure Scotland for the Protecting Vulnerable Groups (PVG) Scheme. The disclosure result for each Assessor within your organisation must be submitted.

Information provided will be assessed on a Pass/Fail basis, where:

Pass = meets requirements as stated in Contract Notice

Fail = does not meet requirements as stated in Contract Notice

III.1.2) Economic and financial standing

Minimum level(s) of standards possibly required

Insurance

Bidders must confirm they can provide the following supporting evidence prior to award:

- Employer's (Compulsory) Liability Insurance = 5 000 000 GBP or as required by statute
- Public Liability Insurance = 1 000 000 GBP
- Professional Indemnity Insurance = 1 000 000 GBP

Information provided will be assessed on a Pass/Fail basis, where:

Pass = meets requirements as stated in Contract Notice

Fail = does not meet requirements as stated in Contract Notice

III.1.3) Technical and professional ability

Minimum level(s) of standards possibly required

Qualifications

Each Assessor must possess the following Qualifications, for which evidence must be provided:

- Brite 4 Level/Professional Development Award (or equivalent); and/or
- Facilitating Inclusive Learning and Working (or equivalent)

For the avoidance of doubt, the possession of the above Qualifications refers to each individual staff member/assessor.

Information provided will be assessed on a Pass/Fail basis, where:

Pass = meets requirements as stated in Contract Notice

Fail = does not meet requirements as stated in Contract Notice

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As per specification of requirements, the SPD and all tender documentation.

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 7

In the case of framework agreements, provide justification for any duration exceeding 4 years:

Not Applicable

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 March 2026

Local time

9:00am

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

30 March 2026

Local time

9:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Please note that the timing for a future notice with regard to this requirement cannot be determined at this point in time.

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

Summary of Documentation to be submitted as part of Tender Submission

- Appendix A – Form of Tender
- Appendix B – Freedom of Information
- Appendix D – Supply Chain Code of Conduct
- Appendix E – Commercial Questionnaire
- Appendix F – Technical Questionnaire
- Appendix G – UK GDPR Data Processor Assurance Assessment
- Appendix I – Conflict of Interest
- Appendix J – Declaration of Non-Involvement in Serious Organised Crime
- Appendix K – Declaration of Non-Involvement in Human Trafficking

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=824474.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:824474)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=824474

VI.4) Procedures for review

VI.4.1) Review body

Inverness Sheriff and Justice of the Peace Court

Inverness

IV1 1AH

Country

United Kingdom