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Tender

International Student Recruitment Sub -Saharan Africa

LONDON METROPOLITAN UNIVERSITY

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

Notice identifier: 2025/S 000-017296

Procurement identifier (OCID): ocds-h6vhtk-04f803 ([view related notices](#))

Published 28 April 2025, 1:14pm

Scope

Reference

LMU2025-1856

Description

London Met wishes to appoint a suitably experienced specialist service provider to deliver a proactive service with the purpose of optimising student recruitment and conversion rates by recruiting, assessing and converting prospective students into enrolled students at the University.

Total value (estimated)

- £375,000 excluding VAT
- £450,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 December 2025 to 30 November 2028
- Possible extension to 30 November 2030
- 5 years

Description of possible extension:

Contract is in a 1+1 format upon the expiry of the original term

Main procurement category

Services

CPV classifications

- 79600000 - Recruitment services

Contract locations

- UK - United Kingdom
- AO - Angola
- BJ - Benin
- BW - Botswana
- BF - Burkina Faso
- BI - Burundi
- CM - Cameroon

- CF - Central African Republic
- TD - Chad
- CG - Congo
- CD - Congo (Democratic Republic)
- DJ - Djibouti
- GQ - Equatorial Guinea
- ER - Eritrea
- SZ - Eswatini
- ET - Ethiopia
- GA - Gabon
- GH - Ghana
- GN - Guinea
- GW - Guinea-Bissau
- KE - Kenya
- LS - Lesotho
- LR - Liberia
- MG - Madagascar
- MW - Malawi
- ML - Mali
- MR - Mauritania
- MU - Mauritius
- MZ - Mozambique
- NA - Namibia

- NE - Niger
- NG - Nigeria
- RW - Rwanda
- ST - Sao Tome and Principe
- SN - Senegal
- SC - Seychelles
- SL - Sierra Leone
- SO - Somalia
- ZA - South Africa
- SS - South Sudan
- SD - Sudan
- GM - The Gambia
- TG - Togo
- UG - Uganda
- ZM - Zambia
- ZW - Zimbabwe

Participation

Legal and financial capacity conditions of participation

This is set out in the PSQ document

Submission

Enquiry deadline

26 May 2025, 5:00pm

Tender submission deadline

6 June 2025, 12:00pm

Submission address and any special instructions

This has to be submitted via our Oracle Tendering Portal, please contact me and I will send you an invitation to the system (r.bushell@londonmet.ac.uk)
<https://iaetme.fa.ocs.oraclecloud.com/>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

21 August 2025

Award criteria

| Name | Description | Type | Weighting |
|---------|---|---------|-----------|
| Quality | 1.14.1 Participants must submit a single response to each of the questions listed in the Technical Questionnaire document enclosed at Schedule 8. For each question, only the information you provide specifically within that specific single question will be considered in evaluating your answer to that particular question. Any documentation uploaded elsewhere, or information not detailed within that single question response document, will not be considered in the evaluation of that question. | Quality | 50% |

| Name | Description | Type | Weighting |
|-------|---|------|-----------|
| Price | <p>1.13.2.1 The Participant submitting a compliant tender with the lowest price will receive an unweighted score of 100.</p> <p>1.13.2.2 The unweighted scores of each other tender will be calculated based on the formula $a/b * 100$ where a is the price of the lowest compliant tender and b is the price submitted by the Participant under evaluation. Results will be rounded to 2 decimal places.</p> <p>1.13.2.3 Each Participant's marks will be weighted to 45%.</p> | Cost | 45% |

| Name | Description | Type | Weighting |
|--------------------|---|---------|-----------|
| Community Benefits | <p>1.15.1 The Authority aims to secure broader public benefits from the contracts it enters into, through an approach that seeks to reward socially responsible enterprises and those willing to deliver wider benefits through their contracts with the Authority. 1.15.2 The Authority has included at Schedule 9 a Community Benefits Menu which sets out community benefits relevant to the Contract. In order to achieve any score under this clause Participants must offer a package of community benefits from the menu with a total aggregate number of community benefit points at least equal to the minimum number of points specified in the menu. The Participant's community benefits score will then be evaluated based on the Participant's proposed methodology for delivering those community benefits, according to the following evaluation methodology:</p> | Quality | 5% |

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

LONDON METROPOLITAN UNIVERSITY

- Companies House: 00974438
- Public Procurement Organisation Number: PWRV-6768-MQCM

London Metropolitan University

London

N7 8DB

United Kingdom

Email: strategic-procurement@londonmet.ac.uk

Website: <https://www.londonmet.ac.uk/>

Region: UKI43 - Haringey and Islington

Organisation type: Public authority - sub-central government