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Tender

## **PURCON 1023 - Virtual Recruitment Events Platform**

UNIVERSITY OF EAST ANGLIA

F02: Contract notice

Notice identifier: 2022/S 000-018074

Procurement identifier (OCID): ocds-h6vhtk-034d41

Published 1 July 2022, 4:24pm

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

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

UNIVERSITY OF EAST ANGLIA

Norwich Research Park, Earlham Road

NORWICH

NR47TJ

#### **Contact**

Sian Townshend

#### **Email**

[s.townshend@uea.ac.uk](mailto:s.townshend@uea.ac.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

[www.uea.ac.uk](http://www.uea.ac.uk)

**I.3) Communication**

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

**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**

PURCON 1023 - Virtual Recruitment Events Platform

Reference number

PURCON 1023

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

- 72500000 - Computer-related services

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

Services

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

The University of East Anglia (UEA) is seeking to appoint an agency to work with the UK Recruitment team and Marketing team. You will work with us to produce virtual recruitment events platforms to complement our on-campus recruitment activity.

The awarded contract will be expected to cover undergraduate open days, postgraduate open days and undergraduate applicant days.

The appointed agency will have the following attributes: You will have experience of developing similar platforms, ideally in the HE sector. Users will be able to access from a web browser using mobile, desktop or tablets and could be located in any country worldwide. The successful supplier will need to provide an interactive, memorable and engaging virtual experience which aims to engage and convert the distinct audiences.

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

Value excluding VAT: £1,280,000

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

This contract is divided into lots: No

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

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

- 48000000 - Software package and information systems
- 72220000 - Systems and technical consultancy services
- 80000000 - Education and training services

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

NUTS codes

- UKH15 - Norwich and East Norfolk

Main site or place of performance

University of East Anglia

Norwich Research Park

Earlham Road

Norwich

Norfolk

NR4 7TJ

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

The University of East Anglia (UEA) is seeking to appoint an agency to work with the UK Recruitment team and Marketing team. You will work with us to produce virtual recruitment events platforms to complement our on-campus recruitment activity.

The awarded contract will be expected to cover undergraduate open days, postgraduate open days and undergraduate applicant days.

The appointed agency will have the following attributes: You will have experience of developing similar platforms, ideally in the HE sector. Users will be able to access from a web browser using mobile, desktop or tablets and could be located in any country worldwide. The successful supplier will need to provide an interactive, memorable and engaging virtual experience which aims to engage and convert the distinct audiences.

### **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

120

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

The initial contract term is 12 months (1st October 2022 - 30th September 2023).

With 9 possible additional 1 year extensions, as follows:

Oct 2022 - Sept 2023 - 1 year contract term

Oct 2023 - Sept 2024 - Extension option 1

Oct 2024 - Sept 2025 - Extension option 2

Oct 2025 - Sept 2026 - Extension option 3

Oct 2026 - Sept 2027 - Extension option 4

Oct 2027 - Sept 2028 - Extension option 5

Oct 2028 - Sept 2029 - Extension option 6

Oct 2029 - Sept 2030 - Extension option 7

Oct 2030 - Sept 2031 - Extension option 8

Oct 2031 - Sept 2032 - Extension option 9

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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: No

### **IV.2) Administrative information**

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

Date

1 August 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

1 August 2022

Local time

12:15pm

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## **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.3) Additional information**

Please note this procurement will be conducted via InTend, our e-tendering portal. You will need to register with InTend free of charge if you wish to access the tender documents. To register, please go to <https://in-tendhost.co.uk/universityofeastanglia.aspx/Home> and follow the instructions on the system.

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

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

University of East Anglia

Earlham Road, Norwich Research Park

Norwich

NR4 7TJ

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The University will incorporate a minimum of 10 calendar days standstill period at the point the information on the award of contract is communicated to tenderers. If an appeal

regarding the award of contract has not been successfully resolved, then the Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court. Any such action must be brought promptly and within the limitation period described in the Public Contracts Regulations 2015