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Tender

In-Country Presence Student Recruitment China

GCU

F02: Contract notice

Notice identifier: 2021/S 000-019693

Procurement identifier (OCID): ocds-h6vhtk-02d45c

Published 13 August 2021, 10:35am

Section I: Contracting authority

I.1) Name and addresses

GCU

Cowcaddens Road

Glasgow

G4 0BA

Contact

Jamie Simpson

Email

jamie.simpson@gcu.ac.uk

Telephone

+44 413313826

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.gcu.ac.uk/procurement>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00195

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publictendersscotland.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

In-Country Presence Student Recruitment China

Reference number

GC-MKT-2021-06

II.1.2) Main CPV code

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

II.1.3) Type of contract

Services

II.1.4) Short description

The University is seeking a Contractor for the provision of an in-country presence for student recruitment in China. We require in region support to provide effective, measurable and proven strategic recruitment support and digital campaigns through expertise in the HE sector.

II.1.5) Estimated total value

Value excluding VAT: £240,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Glasgow Caledonian University

II.2.4) Description of the procurement

The University is seeking a Contractor for the provision of an in-country presence for student recruitment in China. We require in region support to provide effective, measurable and proven strategic recruitment support and digital campaigns through expertise in the HE sector.

The contractor will support the Directorate of Marketing, Recruitment and Admissions in the effective achievement of student recruitment targets in China.

II.2.5) Award criteria

Quality criterion - Name: Service Delivery / Weighting: 45%

Quality criterion - Name: International HE Student Recruitment Expertise / Weighting: 8%

Quality criterion - Name: Conversion Activities / Weighting: 3%

Quality criterion - Name: Alumini / Weighting: 2%

Quality criterion - Name: Sustainability / Weighting: 2%

Price - Weighting: 40

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

2 x 12 months

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

List and brief description of selection criteria:

Please refer to the "Qualification Envelope" of the ITT within PCS-T to answer the selection criteria.

Please refer to Part IV Selection Criteria: Questions within 4B.5 of the SPD

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

Employers (Compulsory) Liability Insurance* = GBP 5 Million

Public Liability Insurance = GBP 5 Million

Professional Liability Insurance = GBP 1 Million

Please refer to Part IV Selection Criteria: Questions within 4B.6 of the SPD

The successful bidder will be required to provide 2 years audited accounts, or equivalent prior to Contract award, or confirm in their tender submission the publicly accessible, free, online location of accounts if available in such a format.

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: Yes

IV.2) Administrative information

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

Date

20 September 2021

Local time

4:00pm

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

Tender must be valid until: 20 December 2021

IV.2.7) Conditions for opening of tenders

Date

20 September 2021

Local time

4:00pm

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

VI.3) 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.

The successful bidder must confirm that they comply with the requirements of the Modern Slavery Act 2015.

Please refer to Part III Section D Selection Criteria: Questions within 3D.2 of the SPD

FORM OF TENDER

Please complete “Appendix A – Form of Tender” in the Technical Questionnaire in PCS-Tender.

This information should be submitted prior to award. It is for information only and will not be scored however failure to submit a signed copy will result in elimination from the procurement exercise.

SUB-CONTRACTORS

Please complete “Appendix C – List of Sub-Contractors” if applicable in the Technical Questionnaire in PCS- Tender.

This information should only be submitted if applicable prior to award. It is for information only and will not be scored.

FREEDOM OF INFORMATION

Please complete “Appendix D – Freedom of Information” if applicable in the Technical Questionnaire in PCS-Tender.

This information should only be submitted if applicable prior to award. It is for information only and will not be scored.

SUSTAIN SUPPLY CHAIN CODE OF CONDUCT

Please complete "Appendix E – APUC Ltd Sustain Supply Chain Code of Conduct" in the Technical Questionnaire in PCS-Tender.

This information should be submitted prior to award. It is for information only and will not be scored.

ANTI-BRIBERY POLICY

Please complete "Appendix F – Anti-Bribery Policy" in the Technical Questionnaire in PCS-Tender.

This information should be submitted prior to award. It is for information only and will not be scored however failure to submit a signed copy will result in elimination from the procurement exercise.

GDPR - CONTRACTOR ASSURANCE ASSESSMENT QUESTIONNAIRE

Please complete "Appendix H - Contractor Assurance Assessment Questionnaire" in the Technical Questionnaire in PCS-Tender.

This information should be submitted prior to award. It is for information only and will not be scored.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 18979. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:663656)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court and Justice of the Peace Court

1 Carlton Place

Glasgow

G5 9TW

Country

United Kingdom