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Tender

YSJU Graduation Services ITT

York St John University

F02: Contract notice

Notice identifier: 2022/S 000-022401

Procurement identifier (OCID): ocds-h6vhtk-035baa

Published 15 August 2022, 12:05pm

Section I: Contracting authority

I.1) Name and addresses

York St John University

Lord Mayors Walk

York

YO31 7EX

Contact

Vicky Betts

Email

procurement@yorksj.ac.uk

Telephone

+44 1904876216

Country

United Kingdom

Region code

UKE21 - York

National registration number

04498683

Internet address(es)

Main address

www.yorksj.ac.uk

I.3) Communication

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

https://www.delta-esourcing.com/tenders/UK-UK-York:-Event-services./8D2J2T3397

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

YSJU Graduation Services ITT

II.1.2) Main CPV code

79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

The University is seeking to appoint a suitably qualified provider for Graduation Services. The University requires the provision of academic dress hire, photography and media services for Graduation ceremonies commencing November 2023.

II.1.5) Estimated total value

Value excluding VAT: £800,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

• UKE21 - York

Main site or place of performance

York

II.2.4) Description of the procurement

The University is seeking to appoint a suitably qualified provider for Graduation Services. The University requires the provision of academic dress hire, photography and media services for Graduation ceremonies commencing November 2023.

II.2.5) Award criteria

Quality criterion - Name: Account management and key people aligned to the account / Weighting: 10

Quality criterion - Name: Proposal and evidence of capability including creative /

Weighting: 40

Quality criterion - Name: Management information and reporting / Weighting: 10

Quality criterion - Name: Social and environmental impact of business / Weighting: 10

Cost criterion - Name: Pricing and overall value for money / Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £800,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: Yes

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

To respond to this opportunity please click here: https://neupc.delta-esourcing.com/respond/8D2J2T3397

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

Please see procurement documentation for further information.

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please see procurement documentation for further information.

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

28 November 2022

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

28 November 2022

Local time

4:00pm

Place

York, UK

Information about authorised persons and opening procedure

Electronic documents will be opened by Supply Chain Officer, York St John University.

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

https://neupc.delta-esourcing.com/tenders/UK-UK-York:-Event-services./8D2J2T3397

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GO Reference: GO-2022815-PRO-20792502

VI.4) Procedures for review

VI.4.1) Review body

York St John University

Lord Mayors Walk

York

YO31 7EX

Country

United Kingdom