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Tender

Recycling and Waste Services Tender

THE UNIVERSITY OF WESTMINSTER

F02: Contract notice

Notice identifier: 2021/S 000-023611

Procurement identifier (OCID): ocds-h6vhtk-02e3ae

Published 22 September 2021, 5:24pm

Section I: Contracting authority

I.1) Name and addresses

THE UNIVERSITY OF WESTMINSTER

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W1B2HW

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Alison Sylvestre

Email

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Telephone

+44 2079115000

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

<https://procontract.due-north.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com>

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

Recycling and Waste Services Tender

Reference number

DN569046

II.1.2) Main CPV code

- 90500000 - Refuse and waste related services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Westminster produces over 600 tonnes of waste per annum. We require the provision of waste receptacles, collection of multiple waste streams from several university campuses and end of life solutions for our waste.

Via the tender the University of Westminster /Authorising Authority are keen to engage with SMEs for specific streams where this is deemed appropriate to obtain the best rebates and local sustainable solutions. The streams that may fall into this category are cardboard, food, WEEE, and confidential waste.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Non-Hazardous Commercial/Residential Waste

Lot No

1

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The Tenderer shall provide a comprehensive waste management service for non-hazardous commercial/residential waste ensuring excellent service standards and accurate management data including dates, times, lifts, weight, and costs via a pay by weight solution.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years.

The Contract is intended to start on 2 May 2022

Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to

demonstrate

improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

If Bidders do not meet one or more of the minimum requirements for each Selection Criteria

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Bidders must submit the Standard Questionnaire via the portal by noon 22/10/21

II.2) Description

II.2.1) Title

Dry Mixed Recycling

Lot No

2

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The Tenderer shall provide a comprehensive waste management service for clearance of DMR.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to demonstrate

improvements and/or price reductions before considering an extension.

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II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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II.2) Description

II.2.1) Title

Glass Recycling

Lot No

3

II.2.2) Additional CPV code(s)

- 90514000 - Refuse recycling services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

It is envisaged that glass will be segregated across the portfolio at key locations and placed in 240 litre eurobins which the Tenderer will then clear on a prescribed basis. At the time of going to print the schedule of collection requirements is unknown but Tenderers should provide a price ideally by weight for the lifting of glass waste via 240 litre containers.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

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improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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II.2) Description

II.2.1) Title

Cardboard Recycling (new trial)

Lot No

4

II.2.2) Additional CPV code(s)

- 90514000 - Refuse recycling services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Tenderers should ensure excellent service standards and accurate management data including dates, times, clearances were undertaken with weight, and costs via a pay by weight solution. The provision of accurate time of clearance, and weight data via Radio-Frequency Identification (RFID) per container to .99KG's is required. Furthermore, eurobin collections shall include a no lift, no fee stipulation and should not include rental charges.

Refer to tender documents for further details.

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

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

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II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

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II.2) Description

II.2.1) Title

Food Waste

Lot No

5

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Tenderers should ensure excellent service standards and accurate management data including dates, times, clearances were undertaken with weight, and costs via a pay by weight solution. The provision of accurate time of clearance, and weight data via Radio-Frequency Identification (RFID) per container to 0.99kg is required. Furthermore, eurobin collections shall include a no lift, no fee stipulation and should not include rental charges.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to demonstrate

improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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II.2) Description

II.2.1) Title

Confidential Waste and Paper

Lot No

6

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Confidential Waste and Paper (Inc. CD's, DVD's, videos, and corporate clothing that must be securely destroyed.)

The Tenderer shall ensure the provision of a comprehensive pay by weight confidential waste management service for all confidential waste streams. They shall provide excellent service standards, accurate waste data and be active partners in supporting The Contracting Authority in maintaining confidentiality and legal compliance whilst providing an overall cost-effective service.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years.

The Contract is intended to start on 2 May 2022. Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to demonstrate improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed

position.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

If Bidders do not meet one or more of the minimum requirements for each Selection Criteria Bidders will be excluded from the process. Only bidders passing all Selection Criteria will be invited to tender

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II.2) Description

II.2.1) Title

WEEE Waste

Lot No

7

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

(excludes IT equipment) but includes fluorescent tubes, LED light fittings, and white goods.

The Tenderer shall provide a comprehensive pay by weight waste management service for WEEE waste (excluding IT, and associated equipment). Providing excellent service standards and the provision of accurate waste data including numbers and descriptions of items removed and weight data for each consignment backed up by weighbridge tickets, returned to the contract administrators office.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years.

The Contract is intended to start on 2 May 2022

Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to demonstrate improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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II.2) Description

II.2.1) Title

Bulky Waste (Furniture etc) and skips / Bulky mixed waste (Skips for various faculties)

Lot No

8

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The Tenderer shall provide a comprehensive pay by weight skip / Ro-Ro waste service. The services required includes but shall not be limited to the hire and servicing of skips to the company premises as required on an ad-hoc basis.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years.

The Contract is intended to start on 2 May 2022.

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improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search

function under "find opportunities" to find the tender.

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Bidders must submit the Standard Questionnaire via the portal by noon 22/10/21

II.2) Description

II.2.1) Title

Mixed Metals

Lot No

9

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The University will produce volumes of metal from time to time and will require an enclosed storage skip for the collection of metal. Members of the contract administrators' team will arrange for a clearance of this stream on an ad-hoc basis.

This container should be delivered and then be removed when full, from the facility with a suitable rebate for the material collected. Weights for each clearance of the containers should be provided and there should be no costs for container hire or transport.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years.

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improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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Bidders must submit the Standard Questionnaire via the portal by noon 22/10/21

II.2) Description

II.2.1) Title

Timber

Lot No

10

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The service provider should supply an enclosed skip for wood and pallets or if alternatives are available provide suitable alternative solutions to this stream. Weight data, number of collections and monthly rebate for pallets or cost overview should be provided to the company as with all other streams.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option

to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

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improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search

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II.2) Description

II.2.1) Title

Batteries

Lot No

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Batteries (household, not industrial) will be collected at several key central locations and recycled on a free of charge basis. Tenderers wishing to provide a similar service which offers the company a rebate or free of charge clearance are welcome to submit a proposal for consideration which should include weight data, management reporting and at least monthly collections.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

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improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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II.2) Description

II.2.1) Title

Plastics

Lot No

12

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The University wishes to trial plastic recycling in a small number of key locations via 1100 litre eurobins. If the trials are successful, they will be looking for potential Tenderers to engage with this process and build it to a cross-facility solution.

To support this process Tenderers are invited to provide prices for this solution via 1100 litre eurobins, a method statement which should include details of their end-of-life solutions and methodology for providing the service including the provision of weight data for the clearances undertaken should be included.

Refer to tender documents for further details.

II.2.5) Award criteria

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

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II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

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II.2) Description

II.2.1) Title

Sharps

Lot No

13

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The contracting authority has very occasional requirements for the clearance of 1 x 5 litre sharps container as detailed under EWC 18-01-01.

Tenderers should provide the container and price for an ad-hoc clearance as and when required

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

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II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

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II.2) Description

II.2.1) Title

Clinical Waste

Lot No

14

II.2.2) Additional CPV code(s)

- 90500000 - Refuse and waste related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The contracting authority produces small quantities of clinical waste under EWC 18-01-03 and 18-01-04, clearances are undertaken on a request basis.

Refer to tender documents for further details.

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

36

This contract is subject to renewal

Yes

Description of renewals

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II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

If Bidders do not meet one or more of the minimum requirements for each Selection Criteria Bidders will be excluded from the process. Only bidders passing all Selection Criteria will be invited to tender

Bidders must submit the Standard Questionnaire via the portal by noon 22/10/21

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Must hold waste carriers licence.

Please refer to tender documents

III.2.2) Contract performance conditions

See tender documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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

22 October 2021

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

1 December 2021

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: 12 (from the date stated for receipt of tender)

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.4) Procedures for review

VI.4.1) Review body

University of Westminster

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The University will incorporate a minimum 10 calendar day standstill period at the point that information on the award of the 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.