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Contract

## **NU/1707 - The Provision of International Market Research and Business Development - USA**

Newcastle University

F03: Contract award notice

Notice identifier: 2021/S 000-024257

Procurement identifier (OCID): ocds-h6vhtk-02d6b5

Published 29 September 2021, 9:25pm

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

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

Newcastle University

Newcastle University, King's Gate

Newcastle upon Tyne

NE1 7RU

#### **Contact**

Mr Neil Addison

#### **Email**

[neil.addison@ncl.ac.uk](mailto:neil.addison@ncl.ac.uk)

#### **Telephone**

+44 1912087472

#### **Fax**

+44 1912088845

**Country**

United Kingdom

**NUTS code**

UKC22 - Tyneside

**Internet address(es)**

Main address

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

Buyer's address

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

**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**

NU/1707 - The Provision of International Market Research and Business Development - USA

Reference number

DN561509

**II.1.2) Main CPV code**

- 79900000 - Miscellaneous business and business-related services

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

Services

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

Based in the USA the Firm will be able to employ staff who can provide a range of services that will enable us to offer an in-country liaison, advice and marketing activity to support the University's strategies.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 75100000 - Administration services

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

NUTS codes

- UKC22 - Tyneside

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

The contract is for 3 years with the option of extending for 2 additional years of 1 year each. The requirement is wholly performed in the USA and is for services and personnel support comprising:

Services

1. Support all aspects of the recruitment and appointment of personnel (where required by the University);
2. Provide and manage all financial, administrative and legal responsibilities with regard to the appointment of the personnel and provide all support regarding HR including but not limited to tax compliance, 401k payments and health insurance;
3. Provide and manage all financial and administrative services, for example, procurement of materials, reimbursement of expenses and travel costs incurred by the personnel delivering the services.

Personnel Support

The firm will support where required the recruitment of personnel who will provide the university with the following:

1. Support the implementation of University strategies;
2. Coordinate a diverse portfolio of activities;
3. Undertaking specific market research;
4. Developing networks and relationships with the government, institutions and industry in the USA;
5. Act as a point of contact for staff across the University and external partners;
6. Working closely with UK organisations represented in the USA;
7. Develop the university's partner network and conversion activities;
8. Enhancing the university's profile, brand awareness and reputation in the USA;
9. Other support duties as required to meet the objectives of the university.

#### **II.2.5) Award criteria**

Quality criterion - Name: Capability to provide the tender requirements / Weighting: 30

Quality criterion - Name: Quality of the proposed manager / Weighting: 20

Quality criterion - Name: Quality of the Service Level Agreement / Weighting: 10

Cost criterion - Name: Fees charged / Weighting: 40

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

Options: Yes

Description of options

Option of extending the contract for 2 additional years of 1 year each.

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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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: Yes

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

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-020294](#)

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## **Section V. Award of contract**

### **Contract No**

NU/1707

### **Title**

NU/1707 - The Provision of International Market Research and Business Development - USA

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

No tenders or requests to participate were received or all were rejected

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## Section VI. Complementary information

### VI.4) Procedures for review

#### VI.4.1) Review body

Newcastle University

King's Gate

Newcastle upon Tyne

NE1 7RU

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