

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/024257-2021>

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

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

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

- UKG22 - 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

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](#)

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

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Newcastle University

King's Gate

Newcastle upon Tyne

NE1 7RU

Email

procurement@newcastle.ac.uk

Telephone

+44 1912087472

Country

United Kingdom

Internet address

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