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Tender

## **Campus Payment Innovation Project**

Sheffield Hallam University

F02: Contract notice

Notice identifier: 2022/S 000-024862

Procurement identifier (OCID): ocds-h6vhtk-0365f9

Published 5 September 2022, 5:11pm

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

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

Sheffield Hallam University

City Campus, Howard Street

SHEFFIELD

S11WB

#### **Contact**

Procurement Team

#### **Email**

[strategicprocurement@shu.ac.uk](mailto:strategicprocurement@shu.ac.uk)

#### **Telephone**

+44 1142253431

#### **Country**

United Kingdom

**Region code**

UKE32 - Sheffield

**UK Register of Learning Providers (UKPRN number)**

10005790

**Internet address(es)**

Main address

[www.shu.ac.uk](http://www.shu.ac.uk)

**I.3) Communication**

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

<https://support.in-tend.co.uk/login.aspx>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://support.in-tend.co.uk/login.aspx>

**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**

Campus Payment Innovation Project

Reference number

2122-50-FIN-DB

#### **II.1.2) Main CPV code**

- 48110000 - Point of sale (POS) software package

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

Supplies

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

Sheffield Hallam University is seeking a supplier who will provide a new software solutions and associated hardware for use in our catering sites across campus. We are also seeking innovative solutions for managing hospitality and loyalty facilities on campus.

#### **II.1.5) Estimated total value**

Value excluding VAT: £500,000

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

This contract is divided into lots: No

### **II.2) Description**

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

- 39310000 - Catering equipment
- 55330000 - Cafeteria services

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

NUTS codes

- UKE - Yorkshire and the Humber

Main site or place of performance

Sheffield

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

The University currently has 2 campuses with several catering sites at each campus.

We are seeking to procure both catering hardware and software. There is a requirement for this contract to work flexibly over the term of the agreement in order for us to purchase new equipment as well as moving hardware from site to site.

This is a strategic project which will provide efficiency and experience benefits across the organisation for students, staff, and visitors who purchase goods and services at catering outlets on campus. At its peak Catering Services process up to 800,000 transactions per year, with up to 7,000 in a single day. This is a project which will prioritise improving customer and user experience for tens of thousands of unique customers each year. This project particularly focuses on the 'Infrastructure' and 'financial sustainability' strategic themes from the latest university plan. In addition to catering software and hardware, we are also keeping the payment terminals of the wider university within the scope of this project and seek proposals on how to embed these with the new solution.

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

Quality criterion - Name: Technical and functional requirements / Weighting: 9%

Quality criterion - Name: Implementation & Training / Weighting: 14%

Quality criterion - Name: Integration Capability / Weighting: 6%

Quality criterion - Name: Contract Management & support / Weighting: 12%

Quality criterion - Name: Future proofing / Weighting: 5%

Quality criterion - Name: Service Flexibility / Delivery / Weighting: 14%

Price - Weighting: 40%

#### **II.2.6) Estimated value**

Value excluding VAT: £500,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

An initial 5 year contract is offered with 2 x 2 year option to extend periods (max contract 9 years)

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

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

Options: Yes

Description of options

As renewals

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

Date

5 October 2022

Local time

5:00pm

#### **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: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

5 October 2022

Local time

5:30pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Sheffield Hallam University

Howard Street

Sheffield

S1 1WB

Country

United Kingdom