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Tender

## **Gift Cards & Vouchers**

North Western Universities Purchasing Consortium

F02: Contract notice

Notice identifier: 2023/S 000-027399

Procurement identifier (OCID): ocds-h6vhtk-03fd33

Published 15 September 2023, 4:21pm

## **Section I: Contracting authority**

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

North Western Universities Purchasing Consortium

Room 404, 4th Floor, Crescent House, University of Salford

Salford

M5 4WT

### **Contact**

David Yates

### **Email**

[david.yates@nwupc.ac.uk](mailto:david.yates@nwupc.ac.uk)

### **Telephone**

+44 1612348002

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**National registration number**

04045190

**Internet address(es)**

Main address

<https://nwupc.ac.uk/>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/91080>

**I.3) Communication**

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

[https://uk.eu-supply.com/app/rfq/rwlentrance\\_s.asp?PID=72866&B=NWUPC](https://uk.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=72866&B=NWUPC)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://uk.eu-supply.com/app/rfq/rwlentrance\\_s.asp?PID=72866&B=NWUPC](https://uk.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=72866&B=NWUPC)

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Other type

Sub-central contracting authority

## **I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Gift Cards & Vouchers

Reference number

OFF3019NW

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

- 18530000 - Presents and rewards

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

Supplies

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

NWUPC are establishing a multi-provider Framework Agreement on behalf of the members of NWUPC, APUC, CPC, HEPCW, LUPC, NEUPC, and SUPC for Gift Cards & Vouchers. The scope will include Prepaid Vouchers and Gift Cards including Closed Loop, Open Loop, Controlled Loop, Restricted Loop, and Implied Loop options. Suppliers must be able to offer both physical voucher and gift card options, and digital options such as e-gift cards. This list is not exhaustive. This Framework Agreement will commence on 1st December 2023 for an initial period of 24 months until 30th November 2025 with the option to extend the Agreement for 12 months until 30th November 2026 and a further 12 months until 30th November 2027 subject to satisfactory Economic Operator performance.

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

Value excluding VAT: £15,000,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 18530000 - Presents and rewards

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

NUTS codes

- UK - United Kingdom

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

The scope of the Framework Agreement, is as follows:

Prepaid Vouchers and Gift Cards including Closed Loop, Open Loop, Controlled Loop, Restricted Loop, and Implied Loop options. Suppliers must be able to offer both physical voucher and gift card options, and digital options such as e-gift cards. This list is not exhaustive.

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

Quality criterion - Name: Customer Requirements / Weighting: 30.00%

Price - Weighting: 70.00%

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

Value excluding VAT: £15,000,000

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

Start date

1 December 2023

End date

30 November 2025

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will commence on 1st December 2023 for an initial period of 24 months until 30th November 2025 with the option to extend the Agreement for 12 months until 30th November 2026 and a further 12 months until 30th November 2027 subject to satisfactory Economic Operator performance.

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

Variants will be accepted: No

## **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: Yes

Identification of the project

Call off by Members from the resulting framework may be conducted by institutions using various funds including but not limited to the European Regional Development Fund (ERDF)

## **II.2.14) Additional information**

Please read the Supplier Guide to Tendering and all documents prior to completing your tender response.

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# **Section IV. Procedure**

## **IV.1) Description**

### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 4

#### **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

20 October 2023

Local time

1:00pm

#### **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

20 October 2023

Local time

2:00pm

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## 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 following organisations have committed to this procurement and intend to utilise the Framework Agreement as soon as possible after award:

NWUPC <https://www.nwupc.ac.uk/our-members>

APUC <http://www.apuc-scot.ac.uk/#!/members>

HEPCW <http://www.hepcw.ac.uk/about-us-2/>

LUPC <https://www.lupc.ac.uk/member-list>

NEUPC <http://www.neupc.ac.uk/our-members>

SUPC <https://www.supc.ac.uk/about-us/our-members/our-members>

CPC <https://www.thecpc.ac.uk/members/>

The Framework Agreement is open to the current and future Member Institutions & affiliated Public Sector Bodies including FE colleges and the Research Councils (<http://www.ukri.org/>) as defined by the above Consortia. Links to the membership of each Consortium are provided in 1.4.1.

At some point during the life of the Framework Agreement the current members of the following may wish to utilise the Agreement and should have access at any point with the permission of NWUPC. This Agreement is not intended to replace any current Agreements

that either participating or non-participating Institutions may already have in place. A list of the current members is available as follows:

Central Government Departments, Local Government and Public Corporations that can be accessed at the Public Sector Classification Guide

<https://www.ons.gov.uk/economy/nationalaccounts/uksectoraccounts/datasets/publicsectorclassificationguide>

<https://www.gov.uk/government/organisations>

Local Authorities

<https://www.gov.uk/find-local-council>

<https://www.local.gov.uk>

NDPBs

<https://www.gov.uk/government/organisations>

National Parks Authorities

<https://www.nationalparks.uk/>

Police Forces in the United Kingdom

[http://www.police.uk/?view=force\\_sites](http://www.police.uk/?view=force_sites)

<https://www.police-information.co.uk/index.html>

Fire and Rescue Services in the United Kingdom

<https://www.nationalfirechiefs.org.uk/fire-and-rescue-services>

NHS Bodies England

<https://www.nhs.uk/servicedirectories/pages/nhstrustlisting.aspx>

Hospices in the UK

<https://www.hospiceuk.org/hospice-care-finder>

Registered Social Landlords (Housing Associations)



<https://www.gov.uk/government/publications/registered-providers-of-social-housing>

Third Sector and Charities in the United Kingdom

<https://www.gov.uk/government/organisations/charity-commission>

<http://www.oscr.org.uk>

Citizens Advice in the United Kingdom

<http://www.citizensadvice.org.uk/index/getadvice.htm>

[www.cas.org.uk](http://www.cas.org.uk)

Scottish Police

<http://www.scotland.police.uk>

NI Public Bodies

Northern Ireland Government Departments

<https://www.northernireland.gov.uk/topics/your-executive/government-departments>

<https://www.nidirect.gov.uk/contacts/government-departments-in-northern-ireland>

Northern Ireland Public Sector Bodies and Local Authorities

<https://www.finance-ni.gov.uk/articles/list-public-bodies-which-ni-public-procurement-policy-applies>

Schools and Universities in Northern Ireland

<https://www.education-ni.gov.uk/>

Health and Social care in Northern Ireland

<http://online.hscni.net>

Northern Ireland Housing Associations

<https://www.nidirect.gov.uk/contacts/housing-associations>

Police Service of Northern Ireland

<https://www.psnipolice.uk>

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

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

NWUPC Ltd

Room 404, 4th Floor, Crescent House, University of Salford

Salford

M5 4WT

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