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Tender

Provision of a Student Attendance and Engagement System (GCU)

Glasgow Caledonian University

F02: Contract notice

Notice identifier: 2022/S 000-027479

Procurement identifier (OCID): ocids-h6vhtk-0371c8

Published 30 September 2022, 1:34pm

Section I: Contracting authority

I.1) Name and addresses

Glasgow Caledonian University

70 Cowcaddens Road

Glasgow

G4 0BA

Email

procurement@gcu.ac.uk

Telephone

+44 1413313578

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.gcu.ac.uk/procurement>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00195

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

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

Provision of a Student Attendance and Engagement System (GCU)

Reference number

GC-REG-2022-01

II.1.2) Main CPV code

- 31711310 - System for recording attendance

II.1.3) Type of contract

Supplies

II.1.4) Short description

Glasgow Caledonian University (GCU) is seeking Contractor(s) for the provision of a Student Attendance and Engagement System.

The ability to monitor student attendance and engagement is a key learning analytic and an important component of ensuring student success, in being able to identify and target support to those that have ceased engaging in their classes and also to ensure compliance with external stakeholder requirements, such as statutory bodies and UKVI.

In 2011, GCU invested in a system to monitor student attendance at classes, via the implementation of an IT solution that relies upon student's swiping into classes using their Student ID card and installed readers.

Given the age of the system and the fact the system is not able to monitor engagement of students attending online classes, it has been recognised that the current system is no longer fit for purpose and therefore a replacement to meet our current and future needs is required.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 31711310 - System for recording attendance

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

Glasgow Caledonian University (GCU) is seeking Contractor(s) for the provision of a Student Attendance and Engagement System.

The ability to monitor student attendance and engagement is a key learning analytic and an important component of ensuring student success, in being able to identify and target support to those that have ceased engaging in their classes and also to ensure compliance with external stakeholder requirements, such as statutory bodies and UKVI.

In 2011, GCU invested in a system to monitor student attendance at classes, via the implementation of an IT solution that relies upon student's swiping into classes using their Student ID card and installed readers.

Given the age of the system and the fact the system is not able to monitor engagement of students attending online classes, it has been recognised that the current system is no longer fit for purpose and therefore a replacement to meet our current and future needs is required.

II.2.5) Award criteria

Quality criterion - Name: System Requirements / Weighting: 15

Quality criterion - Name: Capturing and Recording Student Attendance / Weighting: 10

Quality criterion - Name: Reporting and Communications / Weighting: 10

Quality criterion - Name: Systems and Data Integration / Weighting: 8

Quality criterion - Name: Systems Expansion and Continued Development / Weighting: 3

Quality criterion - Name: GDPR Compliance and Information Governance/Security / Weighting: 8

Quality criterion - Name: Implementation and Project Management / Weighting: 3

Quality criterion - Name: Sustainability - Fair work practices / Weighting: 3

Price - Weighting: 40

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

The University reserves the right to extend the Contract for a further 2 x 12 months subject to satisfactory performance and continued University requirements.

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: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Minimum level(s) of standards possibly required

Please refer to question within 4B.5 of the SPD and Economic and Financial standing section of the Contract Notice

Bidders must confirm they can provide the following supporting evidence prior to award:

- Employer's (Compulsory) Liability Insurance = 5 Million GBP
- Professional Liability Insurance = 5 Million GBP
- Product Liability Insurance = 5 Million GBP

Please refer to question within 4B.6 of the SPD and Economic and financial standing section of the Contract Notice

The successful Contractor will be required to provide 2 years audited accounts, or equivalent if awarded the Contract.

Information provided for Part III and IV will be assessed on a Pass/Fail basis, where:

Pass = meets requirements as stated in Contract Notice.

Fail = does not meet requirements as stated in Contract Notice.

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

31 October 2022

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

31 October 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Next iteration will be tendered when this contract is due to expire.

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

The successful bidder must confirm that they comply with the requirements of the Modern Slavery Act 2015.

Please refer to Part III Section D Selection Criteria: Questions within 3D.2 of the SPD

FORM OF TENDER

Please complete “Appendix A – Form of Tender” in the Technical Questionnaire in PCS-Tender.

This information should be submitted prior to award. It is for information only and will not be scored however failure to submit a signed copy will result in elimination from the procurement exercise.

SUB-CONTRACTORS

Please complete “Appendix C – List of Sub-Contractors” if applicable in the Technical Questionnaire in PCS- Tender.

This information should only be submitted if applicable prior to award. It is for information only and will not be scored.

FREEDOM OF INFORMATION

Please complete "Appendix D – Freedom of Information" if applicable in the Technical Questionnaire in PCS-Tender.

This information should only be submitted if applicable prior to award. It is for information only and will not be scored.

SUSTAIN SUPPLY CHAIN CODE OF CONDUCT

Please complete "Appendix E – APUC Ltd Sustain Supply Chain Code of Conduct" in the Technical Questionnaire in PCS-Tender.

This information should be submitted prior to award. It is for information only and will not be scored.

ANTI-BRIBERY POLICY

Please complete "Appendix F – Anti-Bribery Policy" in the Technical Questionnaire in PCS-Tender.

This information should be submitted prior to award. It is for information only and will not be scored however failure to submit a signed copy will result in elimination from the procurement exercise.

GDPR - CONTRACTOR ASSURANCE ASSESSMENT QUESTIONNAIRE

Please complete "Appendix H - Contractor Assurance Assessment Questionnaire" in the Technical Questionnaire in PCS-Tender.

This information should be submitted prior to award. It is for information only and will not be scored.

CLOUD RISK EVALUATION QUESTIONNAIRE

Please complete "Appendix I - Cloud Risk Evaluation Questionnaire" in the Technical Questionnaire in PCS-Tender.

This information should be submitted prior to award. It is for information only and will not be scored.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22473. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:708339)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom