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Tender

Global Foundation College

Heriot-Watt University

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2021/S 000-028770

Procurement identifier (OCID): ocds-h6vhtk-02f7d1

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Section I: Contracting authority

I.1) Name and addresses

Heriot-Watt University

Moyen House, Research Park North, Heriot-Watt University

Riccarton, Edinburgh

EH14 4AP

Email

victoria.kulczycki@hw.ac.uk

Telephone

+44 1314514446

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://hw.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00307

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/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<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

Global Foundation College

Reference number

HWU-UK-2122-032

II.1.2) Main CPV code

- 80300000 - Higher education services

II.1.3) Type of contract

Services

II.1.4) Short description

The University wishes to develop a partnership with a suitably qualified and experienced organization to provide the recruitment, marketing, sales and admissions activities, with international student support, for a suite of educational foundation programmes for international students intending to progress onto the University's undergraduate and postgraduate degree programmes at the UK, Dubai and Malaysia campuses.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services
- 80300000 - Higher education services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

The University wishes to develop a partnership with a suitably qualified and experienced organization to provide the recruitment, marketing, sales and admissions activities, with international student support, for a suite of educational foundation programmes for international students intending to progress onto the University's undergraduate and postgraduate degree programmes at the UK, Dubai and Malaysia campuses.

The University is seeking a partner that will deliver the following services:

- Marketing – in partnership with current university channels
- Sales/Recruitment - in partnership with in-house teams for domestic recruitment
- Admissions – working to complement university existing systems and processes
- International Student Support – e.g., Counselling, Pastoral, Academic Support
- Support for University services for CAS issuing and UKVI compliance

The University will be responsible for all Academic development and delivery of the educational foundation programmes.

II.2.7) Duration of the contract or the framework agreement

Duration in months

120

II.2.13) Information about European Union Funds

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

II.2.14) Additional information

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.4) Objective rules and criteria for participation

List and brief description of rules and criteria

Please refer to Stage 1 - Selection Stage documentation for full details of rules and criteria for participation.

Bidders must pass all criteria outlined Part III [SPD] Exclusion grounds and Part IV [SPD] Selection Criteria (B) Economic and Financial Standing.

The sum of the weighted scores for Part IV: C Technical and Professional Ability of Part IV [SPD] Selection Criteria, shall be combined to produce an overall score. It is anticipated that the highest five (5) scoring submissions will be selected to progress to Stage 2 – Invitation to Tender (ITT), provided that those five Bidders all achieve a minimum score of 50% on the statement questions contained within SPD section 4C.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

TBC at Stage 2 - Invitation to Tender

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) Form of procedure

Procedure involving negotiation

IV.1.11) Main features of the award procedure

This procedure is being carried out in accordance with the Light Touch Regime as outlined in the Public Contract (Scotland) Regulations 2015.

This procurement will use the Competitive Procedure with Negotiation procedure.

Please refer to the Stage 1 - Selection Stage (SPD) documentation for full details of the award procedure.

IV.2) Administrative information

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

Date

2 December 2021

Local time

12:00pm

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

English

Section VI. Complementary information

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 exercise if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

- Tenderers will be asked to confirm that they will be in a position to submit the following forms prior to contract award in Stage 2 – Invitation to Tender. These forms are for information only: Form of Tender; Bona Fide Tender; Freedom of Information; Supply Chain Code of Conduct; Parent Company Guarantee (if appl)

- The Successful Contractor will be required to provide three years audited accounts, or equivalent prior to awarded to the Contract. There must be no qualification or contra-indication from any evidence provided in support of the Contractor's economic and financial standing.

- The Successful Contractor must confirm that they comply with the requirements of the Modern Slavery Act 2015.

- Performance conditions may relate to social & environmental considerations i.e., training; recruitment; subcontracting opportunities. Further details will be included in the Stage 2 documents.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 5700. For more information see:

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

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

Sub-contracting will not be applicable for this agreement.

The Contracting Authority does not intend to include any community benefit requirements

in this contract for the following reason:

There is limited scope for mandated Community Benefit within this contract, however, the tender does encourage suppliers to consider Community Benefits and Added Value as part of their response to the Technical Questions in Stage 2 - ITT.

(SC Ref:674107)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court and Justice of the Peace Court

Edinburgh

Country

United Kingdom