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Contract

Graduation Photography

Swansea University

F03: Contract award notice

Notice identifier: 2024/S 000-028972

Procurement identifier (OCID): ocds-h6vhtk-042c78

Published 10 September 2024, 2:31pm

Section I: Contracting authority

I.1) Name and addresses

Swansea University

Procurement Office, Swansea University, Singleton Park

Swansea

SA2 8PP

Email

procurement@swansea.ac.uk

Telephone

+44 1792602779

Country

United Kingdom

NUTS code

UKL18 - Swansea

Internet address(es)

Main address

<http://www.swansea.ac.uk>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0345

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

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

Graduation Photography

Reference number

SU120(23)

II.1.2) Main CPV code

- 79961300 - Specialised photography services

II.1.3) Type of contract

Services

II.1.4) Short description

The University has a requirement for graduation photography. This is a concessions contract. There will be no cost to the University for the provision of photography; graduates will be required to pay for any services they require direct to the supplier.

The supplier will pay a minimum of 50% of their photography sales income back to the University as commission.

The University has a requirement to appoint a supplier to conduct photography when hosting graduation ceremonies. The requirement will cover graduates of the University and their guests who will partake in the ceremonies.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Lowest offer: £77,580 / Highest offer: £101,208.29 taken into consideration

II.2) Description

II.2.2) Additional CPV code(s)

- 22315000 - Photographs

II.2.3) Place of performance

NUTS codes

- UKL18 - Swansea
- UKL17 - Bridgend and Neath Port Talbot
- UKL14 - South West Wales

II.2.4) Description of the procurement

The University has a requirement to appoint a supplier to conduct photography when hosting graduation ceremonies. The requirement will cover graduates of the University and their guests who will partake in the ceremonies.

Ceremonies will take place twice yearly, namely in July (approximately 4,000-5,000 graduates) and December (approximately 3,000-4,000 graduates). The Winter ceremonies will normally take place at the Great Hall at the University's Bay Campus and

will typically last up 3-4 days with up to 4 ceremonies (200 graduates per ceremony). Summer ceremonies will also be delivered in Swansea Arena over the space of approximately 4 days (350-400 graduates per ceremony with up to 3 ceremonies per day).

When utilising Swansea Arena, post-ceremony functions such as official photography may be held off-site on one of the University campuses.

II.2.5) Award criteria

Quality criterion - Name: Technical ability and Implementation / Weighting: 21%

Quality criterion - Name: Customer Service - graduation day / Weighting: 19%

Quality criterion - Name: Commission based contract / Weighting: 5%

Price - Weighting: 55%

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 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: [2024/S 000-001002](#)

Section V. Award of contract

Contract No

SU120(23)

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

5 July 2024

V.2.2) Information about tenders

Number of tenders received: 3

Number of tenders received from SMEs: 3

Number of tenders received from tenderers from other EU Member States: 3

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

H Tempest Ltd.

The Colour Laboratory, Lelant

St. Ives

TR263HU

Telephone

+44 1736751532

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Lowest offer: £77,580 / Highest offer: £101,208.29 taken into consideration

Section VI. Complementary information

VI.3) Additional information

(WA Ref:144462)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom