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Tender

## **Timetabling and Resourcing System**

Bath Spa University

F02: Contract notice

Notice identifier: 2024/S 000-030878

Procurement identifier (OCID): ocds-h6vhtk-047e44

Published 26 September 2024, 7:05pm

The closing date and time has been changed to:

**5 November 2024, 11:00am**

See the [change notice](#).

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

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

Bath Spa University

Newton Park, Newton St Loe

Bath

BA2 9BN

#### **Email**

[procurement@bathspa.ac.uk](mailto:procurement@bathspa.ac.uk)

#### **Telephone**

+44 1225875875

**Country**

United Kingdom

**Region code**

UKK12 - Bath and North East Somerset, North Somerset and South Gloucestershire

**Internet address(es)**

Main address

<https://www.bathspa.ac.uk/>

Buyer's address

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

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-Bath:-Software-programming-and-consultancy-services./B963BVKTYC>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/tenders/UK-UK-Bath:-Software-programming-and-consultancy-services./B963BVKTYC>

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

**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**

Timetabling and Resourcing System

Reference number

BSU/005/2024

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

- 72200000 - Software programming and consultancy services
  - FA01 - For educational use
  - JA02 - For computer software
  - TA39 - For timetables

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

Services

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

Bath Spa University (BSU) is undertaking a procurement exercise for an end-to-end timetabling and resource booking solution. Full details are available via our etendering system.

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

Value excluding VAT: £600,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKK12 - Bath and North East Somerset, North Somerset and South Gloucestershire

Main site or place of performance

Bath and North East Somerset, North Somerset and South Gloucestershire

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

BSU's timetabling team manage all aspects of student timetabling, producing teaching timetables for all of the University's modules, individual, personalised timetables to staff who teach on timetabled module sessions and the students who are enrolled on them. BSU requires a solution for the management of their entire, end to end timetabling and resourcing process. The solution should provide functionality to digitise timetable planning and

publishing activity, through a single platform which offers user self-service. The solution should provide automation of key processes and the integration of student data. All actions should be managed in-system, and there should be no requirement for manual activities in third-party applications. Room and resource booking functionality should be incorporated into the platform as an integrated software. Additionally, there should be integrated analytic functionality and the ability for users to define constraints as they apply to the timetable, integrated room booking functionality, and allow for one-off requirements. It is anticipated that any new solution will be implemented during 2025, and system fully live by the semester starting February 2026. Key integrations are required with our existing systems including: - Student Record System - Attendance Monitoring - Learning Analytics

Platform - Virtual Learning and video conferencing platform - Lecture Capture and Recording Platform - MS Data Reporting Platform - Employee Records System - Workload Allocation Management System - MS and IOS Calendar functionality - Estate Management Platform which maintains room floor plan data.

Mandatory requirements are clearly stated within the Supplier Questionnaire (Pass/Fail) and Invitation To Tender documentation. Suppliers should consider these before applying.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Value excluding VAT: £600,000

#### **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

Optional extension periods of 36 months and 24 months subject to performance, requirement and cost.

#### **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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

In accordance with Regulations 57, 58 and 60 of the Public Contracts Regulations 2015, applicants will be assessed in accordance with the Public Contract Regulations 2015, on the basis of information provided in response to the Selection Questionnaire.

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **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

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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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-022141](#)

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

Originally published as:

Date

18 October 2024

Local time

2:00pm

Changed to:

Date

5 November 2024

Local time

11:00am

See the [change notice](#).

**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

31 October 2024

Local time

11:00am

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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 contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Bath:-Software-programming-and-consultancy-services./B963BVKTYC>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/B963BVKTYC>

GO Reference: GO-2024926-PRO-27831871

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

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

EWHC

London

Country

United Kingdom

#### **VI.4.3) Review procedure**



Precise information on deadline(s) for review procedures

The contracting authority will operate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers to provide time for unsuccessful tenderers to

challenge the award decision before the contract is entered into. Unsuccessful tenderers shall be notified by the contracting authority as soon as possible after the decision is made as to the reasons why they

were unsuccessful. The Public Contracts Regulations 2015 provide that aggrieved parties who have been harmed, or are at risk of harm, by breach of the rules are to take action in the High Court (England, Wales and Northern Ireland).