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Tender

TRAVEL MANAGEMENT SERVICES

CITY UNIVERSITY OF LONDON

F02: Contract notice

Notice identifier: 2023/S 000-032379

Procurement identifier (OCID): ocds-h6vhtk-04111f

Published 1 November 2023, 7:05pm

Section I: Contracting authority

I.1) Name and addresses

CITY UNIVERSITY OF LONDON

Northampton Square, Whiskin Street

UK-London: Cameras.

EC1V 0HB

Contact

Harriet Lisa Chebet

Email

Procurement@city.ac.uk

Telephone

+44 2070408003

Country

United Kingdom

Region code

UKI - London

Internet address(es)

Main address

www.city.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-UK-London:-Cameras.-:Travel-agency-and-similar-services./3YX8T6FSF6>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.bipsolution.com>

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

TRAVEL MANAGEMENT SERVICES

II.1.2) Main CPV code

- 63510000 - Travel agency and similar services

II.1.3) Type of contract

Services

II.1.4) Short description

City University of London is seeking to appoint a Travel Management Company to look after their travel management Services for both Staff and Students. The University is looking to appoint a TMC following a Further Competition through the SUPC Framework Travel Management Services 2019 PFB4039SU

II.1.5) Estimated total value

Value excluding VAT: £2,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

LONDON

II.2.4) Description of the procurement

TMC

II.2.5) Award criteria

Quality criterion - Name: Criterion 1 / Weighting: 80

Cost criterion - Name: Criterion 1 / Weighting: 20

II.2.6) Estimated value

Value excluding VAT: £2,000,000

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

An option to extend for 2 years or 5 years.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

This is a further competition through an SUPC Framework Travel Management Services 2019 PFB4039SU.

Therefore its only the five suppliers on Lot 2 of the framework being invited.

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

II.2.14) Additional information

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/3YX8T6FSF6>

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

Accelerated procedure

Justification:

Framework Agreement

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: [2013/S 000-000000](#)

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

Date

1 December 2023

Local time

12:00pm

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)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

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

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

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GO Reference: GO-2023111-PRO-24321245

VI.4) Procedures for review

VI.4.1) Review body

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