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Tender

Secure Student Document and Verification System

University of Hertfordshire Education Corporation

F02: Contract notice

Notice identifier: 2022/S 000-032483

Procurement identifier (OCID): ocds-h6vhtk-0384e1

Published 16 November 2022, 12:16pm

Section I: Contracting authority

I.1) Name and addresses

University of Hertfordshire Education Corporation

MacLaurin Building, 4 Bishops Square

Hatfield, Hertfordshire

AL10 8NE

Contact

Procurement Department

Email

contractmanagers@herts.ac.uk

Telephone

+44 1707284091

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

www.herts.ac.uk

Buyer's address

<https://in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

I.3) Communication

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

<https://in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

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

Secure Student Document and Verification System

Reference number

22023

II.1.2) Main CPV code

- 48100000 - Industry specific software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

The University of Hertfordshire is conducting a tender exercise to set up a contract with the successful bidder for a Secure Student Document and Verification System to the University and all Group companies. The contract duration is for a maximum of five years (this is subject to satisfactory performance of the contract). The contract will be reviewed against the key performance indicators at the contract management meetings on a monthly basis during the first six months then on a quarterly basis thereafter. The University is seeking to implement a system that will produce both hard copy and digital documents in a secure environment. The system will verify certificates, transcripts, awards, grades and dates of attendance, and be able to produce digital or hard copies which the student/graduate can access on a self-service basis. This opportunity is available via the Intend Portal, web address shown above. Please click to express an interest in order to view the full details.

II.1.5) Estimated total value

Value excluding VAT: £500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48000000 - Software package and information systems

- 48190000 - Educational software package

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

The University of Hertfordshire is conducting a tender exercise to set up a contract for a Secure Student Document and Verification System to the University and all group companies. It is intended the contract will commence 1st March 2023 up to a total of five years subject to satisfactory performance of the contract. The system will produce both hard copy and digital documents in a secure environment. The system will verify certificates, transcripts, awards, grades and dates of attendance, and be able to produce digital or hard copies which the student/graduate/external source can access on a self-service basis.

II.2.5) Award criteria

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

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

60

This contract is subject to renewal

No

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

List and brief description of conditions

As stated in the tender documents

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.2.2) Contract performance conditions

As stated in the tender documents

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: No

IV.2) Administrative information

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

Date

27 December 2022

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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

27 December 2022

Local time

12:00pm

Place

University of Hertfordshire

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.4) Procedures for review

VI.4.1) Review body

Crown Commercial Services

Liverpool

Country

United Kingdom