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Tender

2223-33-FDR-LJ Signage

Sheffield Hallam University

F02: Contract notice

Notice identifier: 2023/S 000-036727

Procurement identifier (OCID): ocids-h6vhtk-042573

Published 14 December 2023, 9:25am

Section I: Contracting authority

I.1) Name and addresses

Sheffield Hallam University

City Campus, Howard Street

SHEFFIELD

S11WB

Contact

Procurement Team

Email

strategicprocurement@shu.ac.uk

Country

United Kingdom

Region code

UKE32 - Sheffield

UK Register of Learning Providers (UKPRN number)

10005790

Internet address(es)

Main address

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

I.3) Communication

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

<https://in-tendhost.co.uk/sheffieldhallamuniversity>

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/sheffieldhallamuniversity>

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

2223-33-FDR-LJ Signage

Reference number

2223-33-FDR-LJ

II.1.2) Main CPV code

- 44423400 - Signs and related items

II.1.3) Type of contract

Supplies

II.1.4) Short description

Sheffield Hallam University requires signage suppliers to support our needs in relation to ongoing signage maintenance and replacement, the design, manufacture and fitting of new signage, large scale external signage, small internal signs and temporary signage, site surveys and resulting recommendations and signage removal and disposal.

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 31523000 - Illuminated signs and nameplates
- 79933000 - Design support services

II.2.3) Place of performance

NUTS codes

- UKE32 - Sheffield

Main site or place of performance

Sheffield

II.2.4) Description of the procurement

Sheffield Hallam University requires signage suppliers to support our needs in relation to ongoing signage maintenance and replacement, the design, manufacture and fitting of new signage, large scale external signage, small internal signs and temporary signage, site surveys and resulting recommendations and signage removal and disposal.

Our specific needs are detailed within the Specification section of our Invitation to Tender document. All aspects of signage quality and the service provided are important to us. However we would also like to develop excellent and ever-improving collaborative relationships with the successful suppliers to support the dynamic needs of the University estate.

It is our intention, should we receive tenders of sufficient standard and acceptable cost, to award to multiple suppliers (no more than 2), to create a 4 year framework agreement with the successful supplier(s).

The design, manufacture and provision of internal and external signage, in line with the specific requirements of the University. These requirements can range from a 4m high external sign made from aluminium, mounted on the side of a multi-storey building, through to a very small, simple waymarking sign. Temporary signage is sometimes also required - this would usually be plastic or foamex.

The quality of the signs, in line with our specific requirements and Sheffield Hallam University artwork is of utmost importance to us. We would never agree to accept or install signage that did not meet our quality standards.

However, the service aspects of this contract are also of utmost importance. These include speed of service, flexibility to react to urgent jobs, the ability to carry out site surveys and one-off site visits and generally the establishment of an excellent close working relationship with the University.

We also require good value for money.

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: £400,000

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

Duration in months

48

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

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

Date

26 January 2024

Local time

4:00pm

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)

IV.2.7) Conditions for opening of tenders

Date

26 January 2024

Local time

4:01pm

Place

Sheffield

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 4 years (i.e. during 2027)

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

Sheffield Hallam University

Sheffield

S1 1WB

Country

United Kingdom