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Tender

Research Impact and Funding Consultant

University of Hertfordshire Higher Education Corporation

F02: Contract notice

Notice identifier: 2023/S 000-037005

Procurement identifier (OCID): ocds-h6vhtk-04262a

Published 15 December 2023, 3:46pm

Section I: Contracting authority

I.1) Name and addresses

University of Hertfordshire Higher Education Corporation

MacLaurin Building, 4 Bishops Square

Hatfield

AL10 8NE

Contact

Procurement

Email

procurement-professionalservices@herts.ac.uk

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

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

Buyer's address

<https://www.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://www.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://www.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

Research Impact and Funding Consultant

Reference number

23033

II.1.2) Main CPV code

- 73200000 - Research and development consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Hertfordshire is conducting a tender exercise to set up a contract for a Research Impact and Funding Consultant to the University and all group companies. It is intended that the contract will commence on signature of the contract by both parties and run for a maximum of 4.5 years (subject to satisfactory performance and agreement by both parties to the contract extension). The contract will be reviewed yearly on each anniversary of the contract award and will be renewed subject to performance and value for money. The renewal must be agreed by both parties in writing. The University reserves the right not to renew on the yearly anniversary. Submission of a tender is acceptance of the contract terms and conditions. A copy has been included in the tender documentation.

II.1.5) Estimated total value

Value excluding VAT: £205,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 73200000 - Research and development consultancy services

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Research Impact and Funding Consultant to the University and all group companies. The contract will run for a maximum of 4.5 years. The contract will be reviewed yearly on each anniversary of the contract award and will be renewed for the following year subject to satisfactory performance and value for money. The yearly renewal will be agreed by both parties in writing.

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: £203,000

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

Duration in months

54

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: Yes

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.1.2) 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

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

26 January 2024

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

Tender must be valid until: 1 May 2024

IV.2.7) Conditions for opening of tenders

Date

26 January 2024

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

University of Hertfordshire Higher Education Corporation

Hatfield

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Crown Commercial Services

Liverpool

Country

United Kingdom