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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](mailto: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

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**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

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## **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

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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: 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

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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.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