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Tender

Provision of Agent Portal Solution

De Montfort University

F02: Contract notice

Notice identifier: 2024/S 000-037843

Procurement identifier (OCID): ocds-h6vhtk-04be0d

Published 22 November 2024, 2:24pm

Section I: Contracting authority

I.1) Name and addresses

De Montfort University

The Gateway, Leicester, LE1 9BH.

Leicester

LE1 9BH

Contact

Paul Whitehall, Category Manager ICT.

Email

paul.whitehall@dmu.ac.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

www.dmu.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/demontfort.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/demontfort.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

Provision of Agent Portal Solution

Reference number

2153/24

II.1.2) Main CPV code

- 48000000 - Software package and information systems

II.1.3) Type of contract

Supplies

II.1.4) Short description

De Montfort University (DMU) recruits thousands of students from across the world to study at its main campus in Leicester as well as campuses overseas. Currently, a high percentage of these students are recruited in collaboration with international agents who support students through the process and receive a commission should the student go on to enrol at DMU. DMU does not, as yet, have an efficient system to receive and process applications submitted via agents and is currently heavily reliant on manual excel and document uploads to SAP which, when applications are in their thousands, is a time-consuming and inefficient model. DMU therefore now require an 'off-the-shelf' Agent Portal Solution, already in operation at UK HE and/or overseas institutions and must come with the potential for integration with SAP, to facilitate this future area of development for the University.

II.1.5) Estimated total value

Value excluding VAT: £300,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

De Montfort University, The Gateway, Leicester, LE1 9BH.

II.2.4) Description of the procurement

Provision of Agent Portal Solution for De Montfort University as per the Statement of Requirements and other provisions set out in our Invitation to Tender reference 2153/24.

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: £300,000

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

Start date

1 April 2025

End date

31 March 2030

This contract is subject to renewal

Yes

Description of renewals

The Contract will provide for further potential Renewal Terms of 1+1+1+1+1 years from expiry of the Initial Term on 31st March 2030.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Potential Renewal Terms of 1+1+1+1+1 years after expiry of the Initial Term of 5 years.

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

The stated Contract Value above is in respect of the Initial Term of 5 years only including VAT and all contract management related activities associated with any Contract awarded. The Contract will also provide for the option of further Renewal Terms as indicated above for exercising at the sole discretion of De Montfort University.

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: Yes

IV.2) Administrative information

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

Date

3 January 2025

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: 3 May 2025

IV.2.7) Conditions for opening of tenders

Date

3 January 2025

Local time

12:00pm

Place

Tenders must be received via the InTend e-tendering portal at <https://in-tendhost.co.uk/demontfort.aspx/Home> by the required closing date for the return of Tender responses.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

De Montfort University

The Gateway, Leicester, LE1 9BH.

Leicester

LE1 9BH

Email

paul.whitehall@dmu.ac.uk

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Refer to De Montfort University.

VI.4.4) Service from which information about the review procedure may be obtained

De Montfort University

The Gateway, Leicester, LE1 9BH.

Leicester

LE1 9BH

Email

paul.whitehall@dmu.ac.uk

Country

United Kingdom