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Planning

## **Board Management Software - Early Market Engagement**

University of Exeter

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-039294

Procurement identifier (OCID): ocds-h6vhtk-04c2b0

Published 5 December 2024, 3:52pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

University of Exeter

Northcote House

Exeter

EX4 4QH

#### **Contact**

Leah Jones

#### **Email**

[procurement@exeter.ac.uk](mailto:procurement@exeter.ac.uk)

#### **Telephone**

+44 1392723757

#### **Country**

United Kingdom

**Region code**

UKK4 - Devon

**National registration number**

RC000653

**Internet address(es)**

Main address

<http://www.exeter.ac.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/53042>

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=87678&B=EXETER](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=87678&B=EXETER)

Additional information can be obtained from 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**

Board Management Software - Early Market Engagement

Reference number

UOE/2024/087/LJ

#### **II.1.2) Main CPV code**

- 48000000 - Software package and information systems

#### **II.1.3) Type of contract**

Supplies

#### **II.1.4) Short description**

To facilitate the effective management of a number of senior committee meetings the University utilises a board portal software so that meeting participants can access, comment and annotate documents via a secure digital solution

#### **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

#### **II.2.3) Place of performance**

NUTS codes

- UKK4 - Devon

#### **II.2.4) Description of the procurement**

The University of Exeter is seeking responses from prospective suppliers of a Board Management solution as part of an Early Market Engagement exercise prior to any

resultant formal tender process.

At the University of Exeter our 2030 strategic purpose is to use the power of our education and research to create a sustainable, healthy and socially just future. Key to the successful delivery of Strategy 2030 is ensuring the University's governance is efficient and effective.

The Committee Secretariat and UEB support teams are responsible for the smooth operation of the University's senior governance committees and providing professional secretarial support to these, including: University Executive Board (UEB), Senate and Council.

To facilitate the effective management of a number of senior committee meetings the University utilises a board portal software so that meeting participants can access, comment and annotate documents via a secure digital solution

#### **II.2.14) Additional information**

Attached as document

#### **II.3) Estimated date of publication of contract notice**

31 January 2025

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### **Section IV. Procedure**

#### **IV.1) Description**

##### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes