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Tender

## **QUB/2669/24 Provision of University Switchboard Management Service**

Queen's University Belfast

F02: Contract notice

Notice identifier: 2024/S 000-040352

Procurement identifier (OCID): ocds-h6vhtk-04c82b

Published 13 December 2024, 7:11pm

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

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

Queen's University Belfast

Procurement Office, University Belfast

Belfast

BT7 1NN

#### **Email**

[g.clark@qub.ac.uk](mailto:g.clark@qub.ac.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKN06 - Belfast

#### **Internet address(es)**

Main address

[www.qub.ac.uk](http://www.qub.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/queensuniversitybelfast.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/queensuniversitybelfast.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**

QUB/2669/24 Provision of University Switchboard Management Service

Reference number

QUB/2669/24

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

- 64214200 - Telephone switchboard services

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

Services

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

Queen's University, Belfast wishes to procure the provision of a University Switchboard Management Service.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 64214200 - Telephone switchboard services

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

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Queen's University Belfast

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

Queen's University, Belfast wishes to procure the provision of a University Switchboard Management Service.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The contract shall be for a period of 3 years, subject to satisfactory annual review, with the option to extend the contract by up to a further 24 months.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The contract shall be for a period of 3 years, subject to satisfactory annual review, with the option to extend the contract by up to a further 24 months.

#### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Please refer to the tender documentation

#### **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

### **III.2) Conditions related to the contract**

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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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: Yes

### **IV.2) Administrative information**

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

Date

14 January 2025

Local time

4:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

14 January 2025

Local time

4:15pm

Place

Queen's University Belfast

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

### **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**

Queen's University Belfast

University Road Belfast

Belfast

BT7 1NN

Country

United Kingdom