

**United Kingdom-Ipswich: Timetables**  
**OJ S 41/2015 27/02/2015**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: University Campus Suffolk  
Postal address: Waterfront Building, Neptune Quay  
Town: Ipswich  
Postal code: IP4 1QJ  
Country: United Kingdom  
Contact person: Finance Department — Procurement  
For the attention of: Purchasing Manager  
E-mail: [procurement@ucs.ac.uk](mailto:procurement@ucs.ac.uk)  
Telephone: +44 1473338350

**Internet address(es):**

General address of the contracting authority: <http://www.ucs.ac.uk>  
Address of the buyer profile: <http://www.ucs.ac.uk>  
Electronic access to information: <https://www.delta-esourcing.com/delta>  
Electronic submission of tenders and requests to participate: <https://www.delta-esourcing.com/delta>

**Additional information can be obtained from:**

the abovementioned address

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

the abovementioned address

**Tenders or requests to participate must be submitted:** the abovementioned address

**I.2. Type of the contracting authority**

Body governed by public law

**I.3. Main activity**

Education

**I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: no

**Section II: Object of the contract**

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**II.1. Description**

**II.1.1. Title attributed to the contract by the contracting authority**

UCS Timetabling System.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 7: Computer and related services

NUTS code UKH14 Suffolk

**II.1.3. Information about a framework agreement or a dynamic purchasing system**

The notice involves a public contract

**II.1.4. Information about framework agreement**

**II.1.5. Short description of the contract or purchase(s)**

Timetables. Software-related services. System for recording attendance. Provision and implementation of a timetabling system in a University environment.

**II.1.6. CPV code(s)**

30199790 Timetables, 72260000 Software-related services, 31711310 System for recording attendance

**II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

**II.1.8. Lots**

This contract is divided into lots: no

**II.1.9. Information about variants**

Variants will be accepted: no

**II.2. Scope of the procurement**

**II.2.1. Total quantity or scope**

**II.2.2. Information about options**

**II.2.3. Information about renewals**

**II.3. Duration of the contract or time limit for completion**

Duration in months: 36 (from the award of the contract)

**Section III: Legal, economic, financial and technical information**

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**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

**III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

30 days from receipt of correct invoice.

**III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

Joint and several liabilities.

**III.1.4. Contract performance conditions**

**III.2. Conditions for participation**

**III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions: The Authority will apply all the offences listed in Article 45(1) of Directive 2004/18/EC (implemented as Regulation 23(1) of the Public Contract

Regulations (PCR) 2006 in the UK) and all of the professional misconducts listed at Article 45 (2) of Directive 2004/18/EC (see also Regulation 23(2) in the PCR 2006) to the decision of whether a Candidate is eligible to be invited to tender.

A full list of the Regulation 23(1) and 23(2) criteria are at <http://www.delta-esourcing.com/delta/project/reasonsForExclusion.html#pcr>

Candidates will be required to answer these questions as part of the qualification process. For candidates who are registered overseas, you will need to declare if you have any offences /misconduct under your own countries laws, where these laws are equivalent to the Regulation 23 lists.

Candidates who have been convicted of any of the offences under Article 45(1) are ineligible and will not be selected to bid, unless there are overriding requirements in the general interest for doing so.

Candidates who are guilty of any of the offences, circumstances or misconduct under Article 45 (2) may be excluded from being selected to bid at the discretion of the Authority.

### **III.2.2. Economic and financial ability**

List and brief description of conditions: Information requested in the tender documents.  
Minimum level(s) of standards possibly required: Evidence to be included with tender documents.

### **III.2.3. Technical and professional ability**

List and brief description of conditions:  
Information requested in the tender documents.  
Minimum level(s) of standards possibly required:  
Evidence and statements to be included with tender documents.

### **III.2.4. Information about reserved contracts**

#### **III.3. Conditions specific to services contracts**

##### **III.3.1. Information about a particular profession**

##### **III.3.2. Information about staff responsible for the performance of the contract**

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

Open

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

#### **IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

### **IV.2. Award criteria**

#### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **IV.2.2. Information about electronic auction**

An electronic auction will be used: no

### **IV.3. Administrative information**

#### **IV.3.1. File reference number attributed by the contracting authority**

140UCS0322015 UCS Timetabling

#### **IV.3.2. Previous publication concerning this procedure**

no

#### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Time limit for receipt of requests for documents or for accessing documents: 13.4.2015 - 10:00

Payable documents: no

#### **IV.3.4. Time limit for receipt of tenders or requests to participate**

20.4.2015 - 10:00

#### **IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.3.6. Languages in which tenders or requests to participate may be submitted**

English.

#### **IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

Duration in days: 90 (from the date stated for receipt of tender)

#### **IV.3.8. Conditions for opening of tenders**

Date: 21.4.2015 - 10:00

Place:

Ipswich.

Persons authorised to be present at the opening of tenders: no

### **Section VI: Complementary information**

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

This is a recurrent procurement: no

#### **VI.2. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds:

no

#### **VI.3. Additional information**

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SME's). However, any selection of tenderers will be based solely on the criteria set out for the procurement and the contract will be awarded on the basis of the most economically advantageous tender.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Ipswich:-Timetables./CY64PAY938>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/CY64PAY938>

GO Reference: GO-2015223-PRO-6388518.

#### **VI.4. Procedures for review**

##### **VI.4.1. Review body**

Official name: University Campus Suffolk  
Postal address: Waterfront Building, Neptune Quay  
Town: Ipswich  
Postal code: IP4 1QJ  
Country: United Kingdom  
E-mail: [procurement@ucs.ac.uk](mailto:procurement@ucs.ac.uk)  
Telephone: +44 1473338350  
Internet address: <http://www.ucs.ac.uk>

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: UCS will allow a 10 day standstill period from the notification of the preferred supplier resulting from the evaluation process in accordance with the Alcatel decision. Unsuccessful bidders requiring a debrief of their evaluation may apply to UCS during this period. Applicants will have 2 working days from the notification of award decision to request additional debriefing and that information has to be provided a minimum of 3 working days before the expiry of the standstill period. Contact details as at VI.4.1) above or to UCS Purchasing Manager via the Delta eSourcing portal.

**VI.4.3. Service from which information about the review procedure may be obtained**

**VI.5. Date of dispatch of this notice**

23.2.2015