

United Kingdom-Chichester: Education and training services
OJ S 65/2020 01/04/2020
Contract award notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: University of Chichester
National registration number: 4740553
Postal address: College Lane
Town: Chichester
NUTS code: UKJ27 West Sussex (South West)
Postal code: PO19 6PE
Country: United Kingdom
Contact person: Doctor Rod Matthews
E-mail: r.matthews@chi.ac.uk
Telephone: +44 1243816000
Internet address(es):
Main address: www.chi.ac.uk

I.4. Type of the contracting authority

Other type: Univesity (Higher Education)

I.5. Main activity

Education

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Graduation robing and photography
Reference number: UOC0003

II.1.2. Main CPV code

80000000 Education and training services

II.1.3. Type of contract

Services

II.1.4. Short description

Provision of an integrated graduation robe rental, robing assistance and graduation photography service, including robes customised to the university's robe design and graduation dates.

II.1.6. Information about lots

This contract is divided into lots: no

II.1.7. Total value of the procurement

Value excluding VAT: 500 000,00 EUR

II.2. Description

II.2.2. Additional CPV code(s)

79961300 Specialised photography services, 79961350 Studio photography services, 18100000 Occupational clothing, special workwear and accessories, 18110000 Occupational clothing, 18400000 Special clothing and accessories

II.2.3. Place of performance

NUTS code: UKJ27 West Sussex (South West)

Main site or place of performance: Chichester.

II.2.4. Description of the procurement

The university usually holds two graduation ceremonies each year, one in August for around 1 300 foundation and bachelor degrees and the second for around 500 post graduate degrees in October. These are undertaken over 2-3 days, to a schedule that is agreed around a year in advance.

In support of the graduation ceremonies, the University needs to establish a partnership with an expert robing supplier and graduation photography provider. This typically involves:

— on-line and telephone pre-booking for the provision, purchase and/or rental of robes (to the specification set out in Appendix 4) and the for the pre-booking and purchase of photography packages,

— an on-the day process to rent robes and, or to purchase photography packages,

— exemplary customer service, e-cashiering, organisation for the collection of robes and the adequate number of experienced staff to ensure smooth and timely robing,

— high quality photography, with experienced photographers, supported by exemplary organisation to ensure that all images are associated with the correct student,

— excellent after-care for the delivery of photographs and the recovery of rented robes, etc.

II.2.5. Award criteria

Quality criterion - Name: Clarity and scope of tender / Weighting: 20

Cost criterion - Name: Cost of robe hire to students / Weighting: 75

Cost criterion - Name: Clarity and value of commission / Weighting: 5

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

II.2.14. Additional information

The University of Chichester is situated at the Bishop Otter Campus (BOC) based in Chichester, and the Bognor Regis Campus (BRC) situated in Bognor Regis.

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Restricted procedure

IV.1.3. Information about a framework agreement or a dynamic purchasing system

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.2.1. Previous publication concerning this procedure

Notice number in the OJ S: [2019/S 216-530188](#)

IV.2.8. Information about termination of dynamic purchasing system

IV.2.9. Information about termination of call for competition in the form of a prior information notice

Section V: Award of contract

Contract No: G0001

Lot No: 0001

Title:

Graduation robing and photography

A contract/lot is awarded: yes

V.2. Award of contract

V.2.1. Date of conclusion of the contract

30/03/2020

V.2.2. Information about tenders

Number of tenders received: 4

Number of tenders received from SMEs: 4

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: no

V.2.3. Name and address of the contractor

Official name: William Northam and Comany Ltd

Postal address: 119 High Street

Town: Oxford

NUTS code: UKJ1 Berkshire, Buckinghamshire and Oxfordshire

Postal code: OX1 4BX

Country: United Kingdom

E-mail: student@williamnortham.com

Telephone: +44 3702401852

Internet address: www.williamnrotham.com

The contractor is an SME: yes

V.2.4. Information on value of the contract/lot

Initial estimated total value of the contract/lot: 500 000,00 GBP

Lowest offer: 1,00 GBP / Highest offer: 1,00 GBP taken into consideration

V.2.5. Information about subcontracting

Section VI: Complementary information

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Chichester University
Postal address: College Lane
Town: Chichester
Postal code: PO19 6PE
Country: United Kingdom
E-mail: tenders@chi.ac.uk
Telephone: +44 1243816000
Internet address: www.chi.ac.uk

VI.4.2. Body responsible for mediation procedures

Official name: Chichester University
Postal address: College Lane
Town: Chichester
Postal code: PO19 6PE
Country: United Kingdom
E-mail: tenders@chi.ac.uk
Telephone: +44 1243816000
Internet address: www.chi.ac.uk

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

Official name: Chichester University
Postal address: College Lane
Town: Chichester
Postal code: PO19 6PE
Country: United Kingdom
E-mail: tenders@chi.ac.uk
Telephone: +44 1243816000
Internet address: www.chi.ac.uk

VI.5. Date of dispatch of this notice

30/03/2020