

United Kingdom-London: Relocation services

OJ S 84/2019 30/04/2019

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: University College London

Postal address: Gower Street

Town: London

NUTS code: UKI London

Postal code: WC1E 6BT

Country: United Kingdom

Contact person: Winston Yearwood

E-mail: tenders.procurement@ucl.ac.uk

Telephone: +44 2031086130

Internet address(es):

Main address: www.ucl.ac.uk/procurement

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://in-tendhost.co.uk/ucl/>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://in-tendhost.co.uk/ucl/>

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

I.4. Type of the contracting authority

European institution/agency or international organisation

I.5. Main activity

Education

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

The Provision of Removal Services

Reference number: UCL-PROC-902

II.1.2. Main CPV code

98392000 Relocation services

II.1.3. Type of contract

Services

II.1.4. Short description

The notice refers to removal services to be provided to University College London as follows:

- complete removal of all effects from and to, one or more locations,
- part relocation of effects,
- repositioning of effects within 1 or more rooms and buildings,
- secure storage of effects,
- packing, safe and secure handling of effects,
- the provision of crates for various periods of hire,
- relocation services of staff (UK and Overseas),
- move management.

II.1.5. Estimated total value

II.1.6. Information about lots

This contract is divided into lots: yes

Tenders may be submitted for all lots

II.2. Description

II.2.1. Title

General Moves and Crate Hire

Lot No: 1

II.2.2. Additional CPV code(s)

98392000 Relocation services, 44619300 Crates

II.2.3. Place of performance

NUTS code: UKI London

Main site or place of performance:

II.2.4. Description of the procurement

The notice refers to General removal services and crate hire to be provided to University College London as follows:

- complete removal of all effects from and to, 1 or more locations,
- part relocation of effects,
- repositioning of effects within 1 or more rooms and buildings,
- secure storage of effects,
- packing, safe and secure handling of effects,
- the provision of crates for various periods of hire,
- relocation services of staff (UK and overseas),
- move management.

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

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:

2 year extension.

II.2.10. Information about variants

Variants will be accepted: yes

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**II.2. Description****II.2.1. Title**

Library Collections

Lot No: 2

II.2.2. Additional CPV code(s)

98392000 Relocation services

II.2.3. Place of performance

NUTS code: UKI London

Main site or place of performance:

II.2.4. Description of the procurement

The notice refers to removal services of library collections to be provided to University College London as follows:

- complete removal of all effects from and to, 1 or more locations,
- part relocation of effects,
- repositioning of effects within 1 or more rooms and buildings,
- secure storage of effects,
- packing, safe and secure handling of effects,
- the provision of crates for various periods of hire,
- relocation services of staff (UK and overseas),
- move management.

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**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:

2 year extension.

II.2.10. Information about variants

Variants will be accepted: yes

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

II.2. Description

II.2.1. Title

Museum Collections
Lot No: 3

II.2.2. Additional CPV code(s)

98392000 Relocation services

II.2.3. Place of performance

NUTS code: UKI London
Main site or place of performance:

II.2.4. Description of the procurement

The notice refers to removal services for museum collections to be provided to University College London as follows:

- complete removal of all effects from and to, 1 or more locations,
- part relocation of effects,
- repositioning of effects within 1 or more rooms and buildings,
- secure storage of effects,
- packing, safe and secure handling of effects,
- the provision of crates for various periods of hire,
- relocation services of staff (UK and overseas),
- move management.

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

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:
2 year extension.

II.2.10. Information about variants

Variants will be accepted: yes

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

II.2. Description

II.2.1. Title

Laboratory Moves
Lot No: 4

II.2.2. Additional CPV code(s)

98392000 Relocation services

II.2.3. Place of performance

NUTS code: UKI London
Main site or place of performance:

II.2.4. Description of the procurement

The notice refers to removal services for laboratories to be provided to University College London as follows:

- complete removal of all effects from and to, 1 or more locations,
- part relocation of effects,
- repositioning of effects within 1 or more rooms and buildings,
- secure storage of effects,
- packing, safe and secure handling of effects,
- the provision of crates for various periods of hire,
- relocation services of staff (UK and overseas),
- move management.

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

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:
2 year extension.

II.2.10. Information about variants

Variants will be accepted: yes

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

II.2. Description

II.2.1. Title

Relocation Services
Lot No: 5

II.2.2. Additional CPV code(s)

98392000 Relocation services, 79613000 Employee relocation services

II.2.3. Place of performance

NUTS code: UKI London

Main site or place of performance:

II.2.4. Description of the procurement

The notice refers to removal services related to relocation services to be provided to University College London as follows:

- complete removal of all effects from and to, 1 or more locations,
- part relocation of effects,
- repositioning of effects within 1 or more rooms and buildings,
- secure storage of effects,
- packing, safe and secure handling of effects,
- the provision of crates for various periods of hire,
- relocation services of staff (UK and overseas),
- move management.

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**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:

2 year extension.

II.2.10. Information about variants

Variants will be accepted: yes

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**II.2. Description****II.2.1. Title**

Move Management Services

Lot No: 6

II.2.2. Additional CPV code(s)

98392000 Relocation services

II.2.3. Place of performance

NUTS code: UKI London

Main site or place of performance:

II.2.4. Description of the procurement

The notice refers to move management services to be provided to University College London as follows:

- complete removal of all effects from and to, 1 or more locations,
- part relocation of effects,
- repositioning of effects within 1 or more rooms and buildings,
- secure storage of effects,
- packing, safe and secure handling of effects,
- the provision of crates for various periods of hire,
- relocation services of staff (UK and overseas),
- move management.

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

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:

2 year extension.

II.2.10. Information about variants

Variants will be accepted: yes

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

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:

As per procurement documentation.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

As per procurement documentation.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

As per procurement documentation.

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

The procurement involves the establishment of a framework agreement

Framework agreement with several operators Envisaged maximum number of participants to the framework agreement: 4 In the case of framework agreements, provide justification for any duration exceeding 4 years:

UCL is not a contracting authority or a body governed by public law as defined by the Public Contracts Regulations 2015.

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

The procurement is covered by the Government Procurement Agreement: no

IV.2. Administrative information

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

Date: 16/05/2019 Local time: 12:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

Date: 28/05/2019

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

Duration in months: 6 (from the date stated for receipt of tender)

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

VI.3. Additional information

UCL is not a Contracting Authority or a body governed by public law as defined by the Public Contracts Regulations 2015. This procurement process is not regulated by EU or UK public procurement law. Where UCL advertises contracts in the Official Journal of the European Union, it does so on a voluntary basis and does not undertake any obligation to comply with the procurement legislation. UCL reserves its rights in full to adapt or step outside the procedures in the procurement legislation as UCL considers necessary. The process seeks to select organisations offering the appropriate capability, capacity and competency. The tender process is being conducted electronically via In-tend. Suppliers are required to register on this website: <https://in-tendhost.co.uk/ucl> in order to receive documentation. After registering, you should express an interest in the relevant tender and the tender documentation can then be downloaded. All tender responses and any supporting documentation must be submitted through this system. There must be no postal correspondence from bidders unless agreed by UCL. Tenders shall not be sent and will not be accepted by fax or email. It is bidder's responsibility to ensure that their documents are uploaded on time and to check on the

document size capability. Bidders should be aware that typically there is a high demand on the system close to return deadline times. All communications shall be in English (or a full translation provided at no cost to UCL). Tenders, when invited, and all supporting documentation must be priced in Sterling and all payments under the contract will be in Sterling. Any contract or agreement resulting from acceptance of the Invitation to Tender (ITT) will be considered as a contract made in England according to English Law and subject to the exclusive jurisdiction of the English Courts. UCL envisages that there will be some negotiation on the contract terms and commercial aspects of the tender. This may be with 1 or more suppliers as UCL sees fit. UCL reserves the right not to conclude any contracts, to change without notice the procedure for awarding contracts, to reject all or any bids for the contracts, to terminate discussions with all or any interested parties and/or to stop the process without any liability on its part. UCL does not bind itself to accept any tender and reserves the right to accept any part of the tender. No contract capable of acceptance will be created between UCL and any party until a contract is executed between UCL and the selected providers. Expressions of interest must be in the form of a completed Pre-Qualification Questionnaire (PQQ) to be received as per the instructions in the OJEU notice. Expressions of interest not submitted in the required format or containing all the requested information may be rejected. The Contracting Authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). 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.

VI.4. Procedures for review

VI.4.1. Review body

Official name: UCL is not a Contracting Authority or a body governed by public law as defined by the Public Contracts Regulations 2015 and places this advertisement voluntarily

Town: London

Country: United Kingdom

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

VI.5. Date of dispatch of this notice

25/04/2019