

United Kingdom-London: Software package and information systems

OJ S 119/2015 24/06/2015

Contract notice

Services

Directive 2004/18/EC**Section I: Contracting authority**

I.1. Name and addresses

Official name: University of Westminster

Postal address: Cavendish House, 101 New Cavendish Street

Town: London

Postal code: W1W 6XH

Country: United Kingdom

For the attention of: Mitch Dagleish — Head of Procurement

E-mail: sav-tenders@westminster.ac.uk**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

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

Summer Accommodation, Conference and Venue Hire Booking System.

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

Services

Service category No 27: Other services

Main site or place of performance: London.

NUTS code UKI London

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)

It is the University's intention to nominate a single preferred supplier for the new Summer Accommodation, Conference and Venue Hire system solution.

II.1.6. CPV code(s)

48000000 Software package and information systems

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

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

The project aims to introduce a single system to manage the bookings for summer accommodation from enquiry to departure and the bookings of venues (for conferences and events) for the University. This includes the ability to:

- Manage prospects
- Take and manage bookings
- Perform back-end administration e.g. reporting, rates management
- Provide a payment and billing feature
- Provide functionality for the Halls of Residence teams to manage a guest's stay
- Provide information for Venues and various teams to run events in accordance with the booking

For this to be an integrated solution, interfaces will need to be in place between the booking solution, the student accommodation system, the venue booking system and the financial accounting and payment systems.

Furthermore, it is expected that the full solution should be in place and ready to be used by the end of February 2016.

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Section III: Legal, economic, financial and technical information

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

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

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: no

III.2. Conditions for participation

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

III.2.2. Economic and financial ability

III.2.3. Technical and professional ability

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

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

Section IV: Procedure

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

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: 29.7.2015

Payable documents: no

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

29.7.2015 - 12:00

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
until: 1.4.2016

IV.3.8. Conditions for opening of tenders

Date: 29.7.2015 - 12:00

Place:

University of Westminster

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

Section VI: Complementary information

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

If you are interesting in tendering, please email sav-tenders@westminster.ac.uk to register your interest.

You will then receive an automatic response in which you will find a link to the tender documents.

Contact point(s): If you are interesting in tendering, please email sav-tenders@westminster.ac.uk to register your interest.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

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

VI.5. Date of dispatch of this notice

19.6.2015