

**United Kingdom-Loughborough: Travel management services**  
**OJ S 217/2018 10/11/2018**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

---

**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Loughborough College  
Postal address: Radmoor Road  
Town: Loughborough  
NUTS code: UKF East Midlands (England)  
Postal code: LE11 3BT  
Country: United Kingdom  
Contact person: Sophie Blanchard  
E-mail: [sophie.blanchard@loughcoll.ac.uk](mailto:sophie.blanchard@loughcoll.ac.uk)  
Telephone: +44 1509618373

**Internet address(es):**

Main address: <https://www.loughcoll.ac.uk/>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.delta-esourcing.com/delta/mainMenu.html>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.delta-esourcing.com/delta/mainMenu.html>

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

**I.4. Type of the contracting authority**

Other type: Education

**I.5. Main activity**

Education

---

**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

Travel Management

**II.1.2. Main CPV code**

63516000 Travel management services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

Loughborough College is looking to appoint a single travel management provider for all employee and student travel.

**II.1.5. Estimated total value**

Value excluding VAT: 550 000,00 GBP

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description**

**II.2.3. Place of performance**

NUTS code: UKF East Midlands (England)

Main site or place of performance: East Midlands (England)

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

Loughborough College is looking to appoint a single travel management provider for all employee and student travel.

**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**

Value excluding VAT: 550 000,00 GBP

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

Recurring contract.

**II.2.10. Information about variants**

Variants will be accepted: no

**II.2.11. Information about options**

Options: yes

Description of options:

Option to extend for one year based on performance.

**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.1.2. 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

## Section IV: Procedure

---

### IV.1. Description

#### IV.1.1. Type of procedure

Open 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 a single operator

#### 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: 07/12/2018 Local time: 12:00

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

#### 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: 3 (from the date stated for receipt of tender)

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

Date: 07/12/2018 Local time: 13:00

## Section VI: Complementary information

---

### VI.1. Information about recurrence

This is a recurrent procurement: yes

### VI.3. Additional information

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

<https://www.delta-esourcing.com/tenders/UK-UK-Loughborough:-Travel-management-services./35U9776YJ3>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/35U9776YJ3>

GO Reference: GO-2018117-PRO-13512010

### VI.4. Procedures for review

#### VI.4.1. Review body

Official name: Loughborough College

Postal address: Radmoor Road

Town: Loughborough

Postal code: LE11 3BT

Country: United Kingdom

Telephone: +44 1509618375

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

07/11/2018