



Supplement to the Official Journal of the European Union

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Contract notice

This notice is related to following:

- Directive 2014/24/EU
- Regulation (EU, Euratom) 2018/1046

Section I: Contracting authority

I.1) Name and addresses ¹ (please identify all contracting authorities responsible for the procedure)

Official name: University of Galway ID 1400		National registration number: ²	
Postal address: University Road, Galway			
Town: Galway	NUTS code: IE	Postal code: H91TK33	Country: Ireland
Contact person:		Telephone:	
E-mail: procure@universityofgalway.ie		Fax:	
Internet address(es)			
Main address: (URL) https://www.etenders.gov.ie			
Address of the buyer profile: (URL) https://www.etenders.gov.ie			

I.2) Joint procurement

<input type="checkbox"/> The contract involves joint procurement, In the case of joint procurement involving different countries, state applicable national procurement law:
<input type="checkbox"/> The contract is awarded by a central purchasing body.

I.3) Communication

<input checked="" type="radio"/> The procurement documents are available for unrestricted and full direct access, free of charge, at: (URL) https://www.etenders.gov.ie
<input type="radio"/> Access to the procurement documents is restricted. Further information can be obtained at: (URL)
Additional information can be obtained from
<input checked="" type="radio"/> the abovementioned address
<input type="radio"/> another address: (please provide another address)
Tenders or requests to participate must be submitted
<input type="checkbox"/> electronically via: (URL)
<input checked="" type="radio"/> to the abovementioned address
<input type="radio"/> to the following address: (please provide another address)
<input checked="" type="checkbox"/> Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at: (URL) https://www.etenders.gov.ie

I.4) Type of the contracting authority

<input type="radio"/> Ministry or any other national or federal authority, including their regional or local subdivisions	<input type="radio"/> Regional or local agency/office
<input type="radio"/> National or federal agency/office	<input checked="" type="radio"/> Body governed by public law
<input type="radio"/> Regional or local authority	<input type="radio"/> European institution/agency or international organisation
	<input type="radio"/> Other type:

I.5) Main activity

<input type="radio"/> General public services	<input type="radio"/> Housing and community amenities
<input type="radio"/> Defence	<input type="radio"/> Social protection
<input type="radio"/> Public order and safety	<input type="radio"/> Recreation, culture and religion
<input type="radio"/> Environment	<input checked="" type="radio"/> Education
<input type="radio"/> Economic and financial affairs	<input type="radio"/> Other activity:
<input type="radio"/> Health	

Section II: Object

II.1) Scope of the procurement

II.1.1) Title: The Supply of Gift Card Vouchers and Digital eVouchers for University of Galway	Reference number: ²
II.1.2) Main CPV code: 30199750 Supplementary VOC code: ^{1,2}	
II.1.3) Type of contract <input type="radio"/> Works <input checked="" type="radio"/> Supplies <input type="radio"/> Services	
II.1.4) Short description: The University of Galway wishes to establish a Single Party Framework Agreement for The Supply of Gift Card Vouchers and Digital eVouchers. The University of Galway, from time to time offer rewards and incentives to students and external personnel to participate in a variety of programmes. These rewards/ incentives are given via gift vouchers/ digital eVouchers. Tenderers are asked to associate themselves with the tender competition where they can find the full suite of requirements. All responses must be submitted in a zip file format.	
II.1.5) Estimated total value Value excluding VAT: [600000.00] Currency: EUR <i>(for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of the framework agreement or dynamic purchasing system)</i>	
II.1.6) Information about lots This contract is divided into lots <input type="radio"/> yes <input checked="" type="radio"/> no Tenders may be submitted for <input type="radio"/> all lots <input type="radio"/> maximum number of lots: <input type="radio"/> one lot only <input type="checkbox"/> Maximum number of lots that may be awarded to one tenderer: <input type="checkbox"/> The contracting authority reserves the right to award contracts combining the following lots or groups of lots:	

II.2) Description ¹ (1)

II.2.1) Title: ²	Lot No: ²
II.2.2) Additional CPV code(s): ²	
Main CPV code: ¹ 18530000	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 30162000	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 30163000	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 30237131	Supplementary VOC code: ^{1,2}
II.2.3) Place of performance	
NUTS code: ¹ [IE042]	Main site or place of performance: Galway
II.2.4) Description of the procurement: The University of Galway wishes to establish a Single Party Framework Agreement for The Supply of Gift Card Vouchers and Digital eVouchers. The University of Galway, from time to time offer rewards and incentives to students and external personnel to participate in a variety of programmes. These rewards/ incentives are given via gift vouchers/ digital eVouchers. Tenderers are asked to associate themselves with the tender competition where they can find the full suite of requirements. All responses must be submitted in a zip file format. <i>(nature and quantity of works, supplies or services or indication of needs and requirements)</i>	
II.2.5) Award criteria:	
<input type="radio"/> Criteria below	
<input type="checkbox"/> Quality criterion ^{1,2,20}	
<input type="radio"/> Cost criterion ^{1,20}	
<input type="radio"/> Price ²¹ - Weighting:	
<input checked="" type="radio"/> 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: [600000.00] Currency: EUR <i>(for framework agreements or dynamic purchasing systems - estimated total maximum value for the entire duration of this lot)</i>	
II.2.7) Duration of the contract, framework agreement or dynamic purchasing system	
Duration in months: 72 or Duration in days: or Start: (dd/mm/yyyy) / End: (dd/mm/yyyy)	
<input type="checkbox"/> This contract is subject to renewal	
Description of renewals:	
II.2.9) Information about the limits on the number of candidates to be invited (except in open procedures)	
Envisaged number of candidates: or Envisaged minimum number: / Maximum number: ²	
Objective criteria for choosing the limited number of candidates:	
II.2.10) Information about variants	
<input type="checkbox"/> Variants will be accepted	
II.2.11) Information about options	
Options <input type="radio"/> yes <input checked="" type="radio"/> no	
Description of options:	
II.2.12) Information about electronic catalogues	
<input type="checkbox"/> Tenders must be presented in the form of electronic catalogues or include an electronic catalogue	
II.2.13) Information about European Union funds	
The procurement is related to a project and/or programme financed by European Union funds <input type="radio"/> yes <input checked="" type="radio"/> no	
Identification of the project:	
II.2.14) Additional information: Please ensure that tender submissions are uploaded as a zip file format.	

Section III: Legal, economic, financial and technical information

III.1) Conditions for participation

<p>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: See Tender Documents</p>
<p>III.1.2) Economic and financial standing <input checked="" type="checkbox"/> Selection criteria as stated in the procurement documents List and brief description of selection criteria: Minimum level(s) of standards possibly required: ²</p>
<p>III.1.3) Technical and professional ability <input checked="" type="checkbox"/> Selection criteria as stated in the procurement documents List and brief description of selection criteria: Minimum level(s) of standards possibly required: ²</p>
<p>III.1.5) Information about reserved contracts ² <input type="checkbox"/> The contract is reserved to sheltered workshops and economic operators aiming at the social and professional integration of disabled or disadvantaged persons <input type="checkbox"/> The execution of the contract is restricted to the framework of sheltered employment programmes</p>

III.2) Conditions related to the contract ²

<p>III.2.1) Information about a particular profession (only for service contracts) <input type="checkbox"/> Execution of the service is reserved to a particular profession Reference to the relevant law, regulation or administrative provision:</p>
<p>III.2.2) Contract performance conditions: See Tender Documents</p>
<p>III.2.3) Information about staff responsible for the performance of the contract <input type="checkbox"/> Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract</p>

Section IV: Procedure

IV.1) Description

<p>IV.1.1) Type of procedure</p> <p><input checked="" type="radio"/> Open procedure</p> <p style="padding-left: 20px;"><input type="checkbox"/> Accelerated procedure Justification:</p> <p><input type="radio"/> Restricted procedure</p> <p style="padding-left: 20px;"><input type="checkbox"/> Accelerated procedure Justification:</p> <p><input type="radio"/> Competitive procedure with negotiation</p> <p style="padding-left: 20px;"><input type="checkbox"/> Accelerated procedure Justification:</p> <p><input type="radio"/> Competitive dialogue</p> <p><input type="radio"/> Innovation partnership</p>
<p>IV.1.3) Information about a framework agreement or a dynamic purchasing system</p> <p><input checked="" type="checkbox"/> The procurement involves the establishment of a framework agreement</p> <p style="padding-left: 20px;"><input checked="" type="radio"/> Framework agreement with a single operator</p> <p style="padding-left: 20px;"><input type="radio"/> Framework agreement with several operators Envisaged maximum number of participants to the framework agreement: ²</p> <p><input type="checkbox"/> The procurement involves the setting up of a dynamic purchasing system</p> <p style="padding-left: 20px;"><input type="checkbox"/> The dynamic purchasing system might be used by additional purchasers</p> <p>In the case of framework agreements, provide justification for any duration exceeding 4 years: To align with strategic planning of the University.</p>
<p>IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue</p> <p><input type="checkbox"/> Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated</p>
<p>IV.1.5) Information about negotiation (only for competitive procedures with negotiation)</p> <p><input type="checkbox"/> The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations</p>
<p>IV.1.6) Information about electronic auction</p> <p><input type="checkbox"/> An electronic auction will be used</p> <p style="padding-left: 20px;">Additional information about electronic auction:</p>
<p>IV.1.8) Information about the Government Procurement Agreement (GPA)</p> <p>The procurement is covered by the Government Procurement Agreement <input checked="" type="radio"/> yes <input type="radio"/> no</p>

IV.2) Administrative information

<p>IV.2.1) Previous publication concerning this procedure ²</p> <p>Notice number in the OJ S:</p> <p><i>(One of the following: Prior information notice; Notice on a buyer profile)</i></p>
<p>IV.2.2) Time limit for receipt of tenders or requests to participate</p> <p>Date: (dd/mm/yyyy) 04/09/2023 Local time: (hh:mm) 16:00</p>
<p>IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates ⁴</p> <p>Date: (dd/mm/yyyy)</p>
<p>IV.2.4) Languages in which tenders or requests to participate may be submitted: ¹ [EN]</p>
<p>IV.2.6) Minimum time frame during which the tenderer must maintain the tender</p> <p>Tender must be valid until: (dd/mm/yyyy)</p> <p>or Duration in months: 12 (from the date stated for receipt of tender)</p>
<p>IV.2.7) Conditions for opening of tenders</p> <p>Date: (dd/mm/yyyy) 04/09/2023 Local time: (hh:mm) 16:30 Place:</p> <p>Information about authorised persons and opening procedure:</p>

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement yes no
Estimated timing for further notices to be published: ²

VI.2) Information about electronic workflows

- Electronic ordering will be used
- Electronic invoicing will be accepted
- Electronic payment will be used

VI.3) Additional information ²

(1) Interested parties must associate their organisation with this competition on the eTenders web site (www.etenders.gov.ie) in order to be included on the mailing list for clarifications and to upload tender responses. To do this you must do the following: Log-in to the eTenders portal; Locate the competition using the Advanced Search by searching under the Contracting Authority or Resource ID. Click on the hyperlink for the competition which will bring you to the CFT Workspace. In the Show CFT Menu for the competition click on the "Expression of Interest in the drop-down menu. Complete the Association with the CfT tab. This will then provide you with a link to Tender under the Show Cft Menu where you can prepare your submission. . (2) When finalising your tender submission please upload your final response as a ZIP file as individual documents may lose their titles if uploaded individually. Also ensure that you receive a message under the status header called Submitted, as the percentage tab does not necessarily imply you have successfully submitted your response. . (3) There is a maximum upload limit of 100MB per tender submission. . (4) Suppliers should note the following when making their submission suppliers must ensure that they give themselves sufficient time to upload & submit all required documentation before the submission deadline. Suppliers should consider the fact that upload speeds vary and that the new eTenders system operates in a different manner to the previous platform operated by EU-Supply. The submit button will be disable automatically upon the expiration of the response deadline. . (5) If you experience difficulty when uploading documents, please contact the eTenders Support Desk for technical assistance. Email irish-eproc-helpdesk@eurodym.com or Telephone: +353(0)818 001459 (09:00 – 17:00 hours).. (6) Tenders submitted by any other means (including but not limited to email, post, messaging system on etenders or hand delivery) will not be accepted. . (7) All information relating to attachments, including clarifications and changes, will be published on the Irish Government Procurement Opportunities Portal (www.etenders.gov.ie) only. Registration is free of charge. The contracting authority will not accept responsibility for information relayed (or not relayed) via third parties.. (8) All queries regarding this tender requirement or process must be submitted through the Irish Government Procurement Opportunities Portal www.etenders.gov.ie as a specific question. Responses will be circulated to those tenderers that have registered an interest in this notice on www.etenders.gov.ie. The details of the person making a query will not be disclosed when circulating the response. (9) The estimated value range for the framework is €500,000 - €600,000 (excluding VAT). It is emphasised, however, that these figures are provided strictly for indicative purposes only as there is no guaranteed expenditure under the framework agreement.. (10) The contracting authority will not be responsible for any costs, charges or expenses incurred by candidates or tenderers. Contract award will be subject to the approval of the competent authorities.. (11) Without prejudice to the principle of equal treatment, the contracting authority is not obliged to engage in a clarification process in respect of the procurement documents with missing or incomplete information. Therefore, respondents are advised to ensure that they return completed documentation in order to avoid the risk of elimination from the competition.. (12) Where applicable, please note in relation to all documents, that where reference is made to a particular standard, make, source, process, trademark, type, or patent, that this is not to be regarded as a de facto requirement. In all such cases it should be understood that such indications are to be treated strictly and solely for reference purposes only, to which the words "or equivalent" will always be appended.. (13) At its absolute discretion, the contracting authority may elect to terminate this procurement process, the framework agreement or any contract awarded under the framework agreement at any time..

VI.4) Procedures for review

VI.4.1) Review body		
Official name: High Court		
Postal address: Four Courts		
Town: Dublin	Postal code: D7	Country: Ireland
E-mail: highcourtcentraloffice@courts.ie		Telephone: +353 18886000
Internet address: (URL) https://www.courts.ie		Fax:
VI.4.2) Body responsible for mediation procedures ²		
Official name:		
Postal address:		
Town:	Postal code:	Country:
E-mail:		Telephone:
Internet address: (URL)		Fax:
VI.4.3) Review procedure		
Precise information on deadline(s) for review procedures: In accordance with the Standstill Period as per SI 130 - Public Sector Remedies legislation		
VI.4.4) Service from which information about the review procedure may be obtained ²		
Official name:		
Postal address:		
Town:	Postal code:	Country:
E-mail:		Telephone:
Internet address: (URL)		Fax:

VI.5) Date of dispatch of this notice: (dd/mm/yyyy) [03/08/2023](#)

It is the contracting authority's/contracting entity's responsibility to ensure compliance with European Union law and any applicable laws.

¹ please repeat as many times as needed

² if applicable

⁴ if this information is known

²⁰ importance may be given instead of weighting

²¹ importance may be given instead of weighting; if price is the only award criterion, weighting is not used