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Tender

## **Provision of Public Affairs Support**

Strathclyde Partnership for Transport

F02: Contract notice

Notice identifier: 2025/S 000-001839

Procurement identifier (OCID): ocds-h6vhtk-04d492

Published 20 January 2025, 12:00pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Strathclyde Partnership for Transport

131 St Vincent Street

Glasgow

G2 5JF

#### **Email**

[Procurement@spt.co.uk](mailto:Procurement@spt.co.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM82 - Glasgow City

## **Internet address(es)**

Main address

[www.spt.co.uk](http://www.spt.co.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10382](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10382)

## **I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html?VISITORID=8aba4feb-1349-4bf7-8cdd-ea86b629c98c>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html?VISITORID=8aba4feb-1349-4bf7-8cdd-ea86b629c98c>

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

Body governed by public law

## **I.5) Main activity**

Other activity

Transport

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## **Section II: Object**

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

#### **II.1.1) Title**

Provision of Public Affairs Support

Reference number

25-004

#### **II.1.2) Main CPV code**

- 79416200 - Public relations consultancy services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

We are seeking proposals from experienced public affairs individuals and firms to support SPT's public policy advocacy, stakeholder engagement, and influencing role in this area.

#### **II.1.5) Estimated total value**

Value excluding VAT: £120

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79416000 - Public relations services
- 79416100 - Public relations management services
- 79416200 - Public relations consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Glasgow City

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

We are seeking proposals from experienced public affairs individuals and firms to support SPT's public policy advocacy, stakeholder engagement, and influencing role in this area.

### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

### **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

The option to extend the term by a further period of 24 months in any increment is included

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

## Description of options

The option is present to procure services of a similar nature from the awarded provider to those detailed in the scope, without limit to value.

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Bidders must either confirm at Question 4B.4 of the SPD that they have a Dun and Bradstreet failure score of 51 or above (and provide the score), or if they cannot evidence this or do not have a D&B score they must provide instead the value of the 3 financial ratios below.

The name of the 3 ratios to be evaluated are Profitability, Gearing and Liquidity. The acceptable values and method of calculation are detailed in the Evaluation Guidance document provided and below

Where 2 out of the 3 ratios cannot be met the bidder must confirm below which other mitigating factors may apply which SPT may consider. Again these are detailed in the Evaluation Guidance document.

Minimum level(s) of standards possibly required

In the absence of a Dun and Bradstreet Score, the name and required values of the Financial Ratios to be provided by the Bidder are as follows

1 Profitability – this is taken as profit after tax but before dividends and minority interests. If a company makes a profit then it is a pass for this ratio;

2 Liquidity – this value is calculated as current assets less stock and work in progress, divided by current liabilities. If the answer is greater than or equal to one then it is a pass for

this ratio;

3 Gearing – this value is calculated as the total external secured borrowing (short term and long term) divided by shareholder funds expressed as a percentage. If the answer is less than or equal to 100% it is considered a pass for this ratio.

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Using the Template provided at 4C.1.2 of the SPD, the Bidder must provide 3 examples from the last 3 years where they have undertaken services of a similar nature to the requirements detailed in the Scope and as described within this Contract Notice. Ideally these will have been undertaken on behalf of a Public body and within a similar environment.

## **III.2) Conditions related to the contract**

### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **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.2.2) Time limit for receipt of tenders or requests to participate**

Date

24 February 2025

Local time

12:00pm

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

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

Date

24 February 2025

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **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**

It is a preference (not a requirement) that the bidder recommended for award either holds Environmental Management Accreditation ISO 14001, or can demonstrate that they have the

equivalent level of internal management processes.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 28356. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

A menu of applicable CB's is included within the tender documentation

(SC Ref:788231)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Glasgow Sheriff Court

1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom