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Tender

York College ITT for Media Services

York College

F02: Contract notice

Notice identifier: 2021/S 000-003213

Procurement identifier (OCID): ocds-h6vhtk-0293f4

Published 17 February 2021, 4:38pm

Section I: Contracting authority

I.1) Name and addresses

York College

Sim Balk Lane, Bishopthorpe

York

YO23 2BB

Email

rachel.turner@tenetservices.com

Telephone

+44 1376511411

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

http://www.yorkcollege.ac.uk/

Buyer's address

http://www.yorkcollege.ac.uk/

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

https://suppliers.multiquote.com

Additional information can be obtained from another address:

York College

Sim Balk Lane, Bishopthorpe

York

YO23 2BB

Email

rachel.turner@tenetservices.com

Telephone

+44 1376511411

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

http://www.yorkcollege.ac.uk/

Buyer's address

http://www.yorkcollege.ac.uk/

Tenders or requests to participate must be submitted electronically via

https://suppliers.multiquote.com

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

York College ITT for Media Services

Reference number

CA8368 -

II.1.2) Main CPV code

• 79342000 - Marketing services

II.1.3) Type of contract

Services

II.1.4) Short description

York College is seeking to appoint a media-buying agency to manage the buying of advertising and media, to manage the recruitment advertising requirements across the College

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

• 79340000 - Advertising and marketing services

II.2.3) Place of performance

NUTS codes

• UKE21 - York

Main site or place of performance

York College

II.2.4) Description of the procurement

The college has a Marketing Department who manage all elements of the marketing provision and co-ordinate requirements between the College and the external provider.

The primary purpose and operating objectives of both the Colleges marketing function and the appointed media buying partner are to attract and increase applications for all students to ensure that strategic recruitment targets are met.

The College are seeking a partner who knows and understands the media buying function relevant to the Yorkshire region, and specifically the catchment area of the College.

The appointed service provider will be required to attend frequent face to face meetings with the College marketing team, and all travel and other incurred expenses relating to service delivery and meetings will be at the service provider's own expense. The College will not be liable for any expenses incurred through normal service delivery.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

48 month(s) from the commencement date, with 24 initial month(s) and option to extend 2x12 month(s)

II.2.13) Information about European Union Funds

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

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

In the first instance, candidates should register with <u>multiquote.com</u> and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the <u>multiquote.com</u> homepage. A Selection Questionnaire (SQ)must be completed and

returned (via <u>multiquote.com</u>) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

III.1.2) Economic and financial standing

List and brief description of selection criteria

In the first instance, candidates should register with <u>multiquote.com</u> and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the <u>multiquote.com</u> homepage. A Selection Questionnaire (SQ)must be completed and returned (via <u>multiquote.com</u>) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

Minimum Turnover: £XXXXXX

Minimum Insurance Levels: £5m PL & EL

III.1.3) Technical and professional ability

List and brief description of selection criteria

In the first instance, candidates should register with <u>multiquote.com</u> and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the <u>multiquote.com</u> homepage. A Selection Questionnaire (SQ)must be completed and returned (via <u>multiquote.com</u>) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

As per tender docs

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 March 2021

Local time

5:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

24 March 2021

Local time

5:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Section II.3) – dates refer to the initial contract period and do not include the options of any extensions.

Section IV.3.5) – any dates shown are an estimate.

In the first instance, candidates should register with <u>www.multiquote.com</u> and express an interest in the contract, full details of the contract will be available.

The Contracting Authority shall not be under any obligation to accept any tender. The Contracting Authority reserves the right to cancel the entire or parts of the tender, without such an action conferring any right to compensation on the Tenderers.

The Contracting Authority has no liability to settle any cost incurred by the tenderer as a result of the tendering procedure.

VI.4) Procedures for review

VI.4.1) Review body

Tenet

Procurement House, 23 Leslie Hough Way

Salford

M6 6AJ

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Tenet

Procurement House, 23 Leslie Hough Way

M6 6AJ
Country
United Kingdom
VI.4.3) Review procedure
Precise information on deadline(s) for review procedures
The authority will incorporate a minimum 10 calendar day standstill period at the point that information on the award of the contract is communicated to tenderers. If an appeal regarding the award of contract has not been successfully resolved then the Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court. Any such action must be brought promptly (generally within 3 months).
VI.4.4) Service from which information about the review procedure may be obtained
Tenet
Procurement House, 23 Leslie Hough Way
Salford
M6 6AJ
Country
United Kingdom

Salford