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Tender

Media Services - 2025

University of Hertfordshire

F02: Contract notice

Notice identifier: 2025/S 000-003663

Procurement identifier (OCID): ocds-h6vhtk-04db7c

Published 4 February 2025, 2:30pm

Section I: Contracting authority

I.1) Name and addresses

University of Hertfordshire

College Lane

Hatfield

AL10 9AB

Contact

Procurement Department

Email

s.ahmed52@herts.ac.uk

Country

United Kingdom

NUTS code

UKH2 - Bedfordshire and Hertfordshire

Internet address(es)

Main address

<https://in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

Buyer's address

<https://in-tendhost.co.uk/universityofhertfordshire>

I.3) Communication

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

<https://in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

Additional information can be obtained from the above-mentioned address

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

Media Services - 2025

Reference number

24046

II.1.2) Main CPV code

- 79341400 - Advertising campaign services

II.1.3) Type of contract

Services

II.1.4) Short description

The University and its subsidiary companies are looking to recruit one agency for strategic and operational media services. It is intended that the contract will run for an initial period of three years with the option to extend by a further two years in one-year increments, subject to satisfactory performance. Full details of the business requirements can be found within the tender pack documents which will be available via In-Tend when prospective bidders express interest. Please return your tender in a timely manner such that it arrives no later than 7th of March 2025 at 12:00:00. Any submissions returned after this will not be considered.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH2 - Bedfordshire and Hertfordshire

II.2.4) Description of the procurement

The University of Hertfordshire is conducting a tender exercise in order to set up a

contract for the provision of Media Services.

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: £7,000,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the contract will run from the 1st of May 2025 for three (3) years until 30th April 2028. At the end of the first three years the University will have an option to extend for a further two years. This is subject to satisfactory performance of the contract. The contract duration is a maximum of five years.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

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 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: No

IV.2) Administrative information

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

Date

7 March 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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

7 March 2025

Local time

12:00pm

Place

These will be opened on the e-tendering portal

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Crown Commercial Services

Liverpool

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Reviews must be submitted in the ten day standstill period

VI.4.4) Service from which information about the review procedure may be obtained

University of Hertfordshire Higher Education Corporation

AL10 9AB

Hatfield

AL10 9AB

Country

United Kingdom