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Tender

BBC Countryfile Calendar for Children in Need

The British Broadcasting Corporation (BBC)

F02: Contract notice

Notice identifier: 2021/S 000-004773

Procurement identifier (OCID): ocds-h6vhtk-029a16

Published 9 March 2021, 10:56pm

Section I: Contracting authority

I.1) Name and addresses

The British Broadcasting Corporation (BBC)

Broadcasting House, Portland Place

London

W1A 1AA

Email

kevin.waters@bbc.co.uk

Telephone

+44 1234567890

Fax

+44 1234567890

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<http://www.bbc.co.uk/supplying/>

I.3) Communication

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

<http://www.bbc.co.uk/supplying/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://bbc.bravosolution.co.uk/>

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

Other activity

Broadcasting

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

BBC Countryfile Calendar for Children in Need

Reference number

PROC 2020 66 KW BBC Countryfile Calendar

II.1.2) Main CPV code

- 79900000 - Miscellaneous business and business-related services

II.1.3) Type of contract

Services

II.1.4) Short description

- Each series Countryfile runs a photographic competition for its viewers, the prize being a place in the Countryfile Calendar. The schedule for the competition is detailed below.
- A previously agreed proportion of the proceeds are donated directly to BBC Children in Need. In the region of 670,000 calendars were sold in 2020, raising in excess of £3 million for BBC Children in Need
- The Countryfile Calendar front cover has the photograph from the year's winning entrant, followed by a 13-month calendar year with each month having a winner's photograph, along with a smaller box for a runner up photograph as well as the calendar for that month.
- The back cover of the calendar has a message from the year's judges.
- The purpose of this tender is to identify a supplier for the design and production of the Countryfile Calendar, to work in partnership, to implement and supply all aspects involved in management and production of said Calendar from concept to completion.
- The BBC and Children in Need expect the numbers of calendars to be sold in 2021 to approach 600,000 copies and for these numbers to be consistent across the contract term (including the optional extensions). However, this number cannot be guaranteed, and the winning Tenderer must accept any financial risk of those numbers being different.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - UNITED KINGDOM

II.2.4) Description of the procurement

- Each series Countryfile runs a photographic competition for its viewers, the prize being a place in the Countryfile Calendar. The schedule for the competition is detailed below.
- A previously agreed proportion of the proceeds are donated directly to BBC Children in Need. In the region of 670,000 calendars were sold in 2020, raising in excess of £3 million for BBC Children in Need
- The Countryfile Calendar front cover has the photograph from the year's winning entrant, followed by a 13-month calendar year with each month having a winner's photograph, along with a smaller box for a runner up photograph as well as the calendar for that month.
- The back cover of the calendar has a message from the year's judges.
- The purpose of this tender is to identify a supplier for the design and production of the Countryfile Calendar, to work in partnership, to implement and supply all aspects involved in management and production of said Calendar from concept to completion.
- The BBC and Children in Need expect the numbers of calendars to be sold in 2021 to approach 600,000 copies and for these numbers to be consistent across the contract term (including the optional extensions). However, this number cannot be guaranteed, and the winning Tenderer must accept any financial risk of those numbers being different.

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

This contract has an initial term of 3 (three) years with one extension of a further 12 (twelve) months.

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

Where there is more than one economic operator, the BBC reserves the right to require a grouping of economic operators to take a particular legal form or to require a single economic operator to take primary liability or to require that each party undertakes joint and several liability.

Please register your interest in this project by taking the following steps: 1 - Register your company on the BravoSolution e-Tendering portal (this is only required once): 1.1 Go to <https://bbc.bravosolution.co.uk> 1.2 - Click the link on the login page to register. 1.3 Accept the terms and conditions and click 'Continue'. 1.4 - Enter your correct business and user details. 1.5 - Note the username you chose and click 'Save' when complete. 1.6 - You will shortly receive an email with your temporary password. 2 - Express an interest in the tender: 2.1 - Login to the portal with the username/password. 2.2 - Click the 'PQQs/ITTs Open to all Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier). 2.3 - Click on the relevant PQQ/ITT to access the content. 2.4 - Click the 'Express Interest' button at the top of the page. This will move the PQQ/ITT into your 'My PQQs/My ITTs' page. (This is a secure area reserved for your projects only. 2.5 - You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ITT Details' box. 3. Responding to the tender: 3.1 - Click 'My Response' under 'PQQ/ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining). 3.2 - You can now use the 'Messages' function to communicate with the buyer and seek any clarification. 3.3 - Note the deadline for completion, and then follow the onscreen instructions to complete the PQQ/ITT. There may be a mixture of online and offline actions for you to perform (there is detailed online help available). 3.4 You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance, please consult the online help, or contact the Bravo e-Tendering help desk.

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

8 April 2021

Local time

2:00pm

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

Tender must be valid until: 8 October 2021

IV.2.7) Conditions for opening of tenders

Date

8 April 2021

Local time

2:00pm

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

In the case of technology requirements, the BBC may involve its technology partner (Atos IT Solutions and Services Limited) to assist in the scoping and drafting of invitations to tender and/or the evaluation of tenders. However, the final decision as to which is the most economically advantageous (by reference to the award criteria) will be made by the BBC. The awarding authority reserves the right not to award a contract and to annul the procurement process at any stage. Tenders and all supporting documents must be priced in sterling and all payments will be made in sterling. The contract shall be subject to English law. The awarding authority does not bind itself to accept the lowest, or any tender and reserves the right to accept part of a tender unless the tenderer expressly stipulates otherwise in the tender document.

VI.4) Procedures for review

VI.4.1) Review body

Business and Property Courts of England and Wales – TCC

Rolls Building, 7 Rolls Building, Fetter Lane

London

EC4A 1NL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

As stated in the Public Contracts Regulations 2015. The applicable review time limits shall be as stated in Regulations 92 and 93 Public Contracts Regulations 2015.