

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/006000-2024>

Tender

ID 5050091 - DfE - Invest NI - Provision of PR and Media Relations Services in India, Middle East and Africa (IMEA) Region

Invest Northern Ireland

F02: Contract notice

Notice identifier: 2024/S 000-006000

Procurement identifier (OCID): ocds-h6vhtk-043c99

Published 23 February 2024, 3:11pm

The closing date and time has been changed to:

23 April 2024, 3:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Invest Northern Ireland

Bedford Square, 1 Bedford St

Belfast

BT2 7ES

Email

SSDAdmin.CPD@finance-ni.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://www.investni.com/>

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

I.3) Communication

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

<https://etendersni.gov.uk/epps>

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

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

ID 5050091 - DfE - Invest NI - Provision of PR and Media Relations Services in India, Middle East and Africa (IMEA) Region

Reference number

ID 5050091

II.1.2) Main CPV code

- 79416000 - Public relations services

II.1.3) Type of contract

Services

II.1.4) Short description

Invest Northern Ireland wishes to appoint a Contractor to provide Public Relations (PR) and media relations services to support their business development activities across India, Middle East and Africa. The Contractor shall have the ability to deliver PR and media activity across the IMEA region. Invest NI does not require the Contractor to have a physical presence / office location in each of these markets. However, the Contractor must have the ability to be able to deliver work in these markets, if required. This could be via a regional office presence or via collaboration with a third-party sub-contractor whereby the Contractor retains the main contractor status for the duration of the Contract but works with a third-party supplier based in that particular market. Tenderers should refer to the Specification Schedule for more details on the services required.

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

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

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

Invest Northern Ireland wishes to appoint a Contractor to provide Public Relations (PR) and media relations services to support their business development activities across India, Middle East and Africa. The Contractor shall have the ability to deliver PR and media activity across the IMEA region. Invest NI does not require the Contractor to have a physical presence / office location in each of these markets. However, the Contractor must have the ability to be able to deliver work in these markets, if required. This could be via a regional office presence or via collaboration with a third-party sub-contractor whereby the Contractor retains the main contractor status for the duration of the Contract but works with a third-party supplier based in that particular market. Tenderers should refer to the Specification Schedule for more details on the services required.

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: £400,000

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

Duration in months

24

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

The Client will have the option to extend the contract by two further periods of one year each.

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: Yes

IV.2) Administrative information

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

Originally published as:

Date

25 March 2024

Local time

3:00pm

Changed to:

Date

23 April 2024

Local time

3:00pm

See the [change notice](#).

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: 23 June 2024

IV.2.7) Conditions for opening of tenders

Date

25 March 2024

Local time

3:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

Contract Monitoring. The successful contractor's performance on the contract will be regularly monitored. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance, they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct, and they may be issued with a Certificate of Unsatisfactory Performance and the contract may be

terminated. The issue of a Certificate of Unsatisfactory Performance will result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of twelve months from the date of issue of the certificate.

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

Belfast

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.