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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](mailto: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

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## **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

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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**

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

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## **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.