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Contract

## **ID 4232666 - DfC - Videography Services**

Department for Communities NI

F03: Contract award notice

Notice identifier: 2024/S 000-009027

Procurement identifier (OCID): ocds-h6vhtk-041b55

Published 20 March 2024, 2:14pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Department for Communities NI

Causeway Exchange, 1-7 Bedford Street

BELFAST

BT2 7EG

#### **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.communities-ni.gov.uk/>

Buyer's address

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

## **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 4232666 - DfC - Videography Services

Reference number

ID 4232666

#### **II.1.2) Main CPV code**

- 92100000 - Motion picture and video services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The Corporate Communications Team within DfC wishes to appoint a Contractor for the

provision of videography services. These videos will be required to promote Departmental messages and will vary in length and complexity. Videos will be commissioned by the Department as and when required. It is not possible to know exactly how many will be required. Full details of requirements are set out in the Specification document (ID 4232666 – Specification).

### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £160,000

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 92110000 - Motion picture and video tape production and related services
- 92111000 - Motion picture and video production services
- 92111100 - Training-film and video-tape production
- 92111200 - Advertising, propaganda and information film and video-tape production
- 92111250 - Information film production
- 92111260 - Information video-tape production

### **II.2.3) Place of performance**

NUTS codes

- UKN - Northern Ireland

### **II.2.4) Description of the procurement**

The Corporate Communications Team within DfC wishes to appoint a Contractor for the provision of videography services. These videos will be required to promote Departmental messages and will vary in length and complexity. Videos will be commissioned by the Department as and when required. It is not possible to know exactly how many will be required. Full details of requirements are set out in the Specification document (ID 4232666

– Specification).

### **II.2.5) Award criteria**

Quality criterion - Name: AC1 - Proposed Methodology / Weighting: 30

Quality criterion - Name: AC2 - Personnel Experience / Weighting: 12

Quality criterion - Name: AC3 - Contract Management / Weighting: 7.8

Quality criterion - Name: AC4 - Social Value / Weighting: 10.2

Cost criterion - Name: AC5 - Total Scenario Cost / Weighting: 40

### **II.2.11) Information about options**

Options: Yes

Description of options

Option to extend for a further period of up to and including 12 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

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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.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-034291](#)

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## **Section V. Award of contract**

### **Contract No**

1

### **Title**

Contract

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

12 March 2024

#### **V.2.2) Information about tenders**

Number of tenders received: 8

Number of tenders received from SMEs: 8

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 8

Number of tenders received by electronic means: 8

The contract has been awarded to a group of economic operators: No

### **V.2.3) Name and address of the contractor**

MORROW COMMUNICATIONS LTD

Hanwood House

HOLYWOOD

BT18 9JQ

Email

[k.donnelly@morrowcommunications.com](mailto:k.donnelly@morrowcommunications.com)

Country

United Kingdom

NUTS code

- UK - United Kingdom

Internet address

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

The contractor is an SME

Yes

### **V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £160,000

Total value of the contract/lot: £160,000

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## **Section VI. Complementary information**

### **VI.3) Additional information**

The value of this contract is estimated between £120,000 and £160,000 overall. DfC does not guarantee any level of business under this contract. The successful Contractor's performance on this Contract will be managed as per the specification and 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 Construction and Procurement Delivery (CPD) for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, this may be considered grounds for termination of the contract at your expense as provided for in the Conditions of Contract. In lieu of termination, CPD may issue a Notice of Written Warning or a Notice of Unsatisfactory Performance. A supplier in receipt of multiple Notices of Written Warning or a Notice of Unsatisfactory Performance may, in accordance with The Public Contracts Regulations 2015 (as amended), be excluded from future public procurement competitions for a period of up to three years.

### **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 complied with the Public Contracts Regulations 2015 (as amended) and incorporated a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract was communicated to tenderers. That notification provided full information on the award decision. This provided time for the unsuccessful tenderers to challenge the award

decision before the contract was entered into.