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Tender

## **Website & Brand Services for Trinity Laban Conservatoire of Music and Dance**

Ensemble Purchasing

F21: Social and other specific services – public contracts

Prior information notice with call for competition

Notice identifier: 2023/S 000-009460

Procurement identifier (OCID): ocids-h6vhtk-03b7b5

Published 31 March 2023, 12:54pm

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

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

Ensemble Purchasing

Shropshire House, 179 Tottenham Court Road, Fitzrovia

London

W1T 7NZ

#### **Contact**

Rick Price

#### **Email**

[R.Price@ensemblepurchasing.ac.uk](mailto:R.Price@ensemblepurchasing.ac.uk)

#### **Telephone**

+44 2073072761

**Country**

United Kingdom

**Region code**

UKI6 - Outer London – South

**National registration number**

N/A

**Internet address(es)**

Main address

<https://www.ensemblepurchasing.ac.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/81165>

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=66719&B=LUPC](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=66719&B=LUPC)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=66719&B=LUPC](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=66719&B=LUPC)

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

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Website & Brand Services for Trinity Laban Conservatoire of Music and Dance

Reference number

EP189

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

- 72420000 - Internet development services

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

Services

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

We are inviting proposals from brand agencies and website agencies to build the Trinity Laban a new website which will both convey our brand and meet the needs of our strategic organisational and communications objectives. The project is separated into two lots, the brand and the website. Agencies are welcome to apply for one or both, and to apply in partnerships or consortia.

#### **II.1.5) Estimated total value**

Value excluding VAT: £23,700,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Lot 1 - Web Site Redevelopment

Lot 2 - Brand Services

## **II.2) Description**

### **II.2.1) Title**

Website Redevelopment Services for Trinity Laban Conservatoire of Music and Dance

Lot No

1

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

- 79413000 - Marketing management consultancy services
- 72400000 - Internet services
- 72420000 - Internet development services

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

NUTS codes

- UKI51 - Bexley and Greenwich
- UKI44 - Lewisham and Southwark

Main site or place of performance

SE109JF

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

We are inviting proposals from brand agencies and website agencies to build the Trinity Laban a new website which will both convey our brand and meet the needs of our strategic organisational and communications objectives. The project is separated into two lots, the brand and the website. Agencies are welcome to apply for one or both, and to apply in partnerships or consortia.

The Tender is divided into two lots:-

Lot 1 - Web Site Redevelopment

Lot 2 - Branding Refresh

**II.2.6) Estimated value**

Value excluding VAT: £155,000

**II.2.7) Duration of the contract or the framework agreement**

Duration in months

36

**II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

**II.2.14) Additional information**

Tenderers should download a copy of the SQ, complete it off line and upload to the EU Supply Portal as part of the initial tendering process.

Please refer to the tender documents for additional information on the requirements of the services.

**II.2) Description**

**II.2.1) Title**

Branding Refresh

Lot No

2

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

- 79413000 - Marketing management consultancy services
- 79415200 - Design consultancy services
- 79933000 - Design support services

**II.2.3) Place of performance**

NUTS codes

- UKI51 - Bexley and Greenwich
- UKI44 - Lewisham and Southwark

Main site or place of performance

SE109JF

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

Branding & ID refresh for the corporate identity of the Conservatoire. Please refer to the tender documents for additional information.

#### **II.2.6) Estimated value**

Value excluding VAT: £82,000

#### **II.2.7) Duration of the contract or the framework agreement**

Duration in months

36

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

#### **II.2.14) Additional information**

Tenderers should download a copy of the SQ, complete it off line and upload to the EU Supply Portal as part of the initial tendering process.

Please refer to the tender documents for additional information on the requirements of the services.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.4) Objective rules and criteria for participation**

List and brief description of rules and criteria

Please refer to the tender documentation for additional information.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Please refer to the tender documentation for additional information.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Form of procedure**

Restricted procedure

#### **IV.1.11) Main features of the award procedure**

See tender Documentation (70% Quality and 30% Cost)

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of expressions of interest**

Date

2 May 2023

Local time

5:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.5) Scheduled date for start of award procedures**

4 July 2023



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## **Section VI. Complementary information**

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

The Royal Courts of Justice

Strand

London

WC2A2LL

Email

[rcj.dco@justice.gov.uk](mailto:rcj.dco@justice.gov.uk)

Telephone

+44 2079476000

Country

United Kingdom

Internet address

<https://www.find-court-tribunal.service.gov.uk/courts/royal-courts-of-justice>