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Contract

## **Provision of Public Relations, Engagement and Communications services for the Harlow and Gilston Garden Town**

Epping Forest District Council

F03: Contract award notice

Notice identifier: 2022/S 000-009737

Procurement identifier (OCID): ocids-h6vhtk-03246c

Published 12 April 2022, 2:05pm

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

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

Epping Forest District Council

Civi Offices, High Street

Braintree

CM7 9HB

#### **Contact**

Katrine Sallows

#### **Email**

[katrine.sallows@braintree.gov.uk](mailto:katrine.sallows@braintree.gov.uk)

#### **Telephone**

+44 1376551414

**Country**

United Kingdom

**NUTS code**

UKH3 - Essex

**Internet address(es)**

Main address

<https://www.eppingforestdc.gov.uk>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Provision of Public Relations, Engagement and Communications services for the Harlow and Gilston Garden Town

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

- 79416000 - Public relations services

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

Services

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

Epping Forest District Council is seeking to procure digital and traditional PR, Communications, Marketing and Engagement support services for the Harlow & Gilston Garden Town project, one of the most exciting regeneration opportunities for sustainable development of any place in the UK and the second largest growth initiative in the South-East region.

These services will not only provide media expertise but give political counsel and insight, and community engagement and co-design best practice to the HGGT project team, which includes a dedicated Comms and Engagement Officer.

The initial contract will be for a period of 24 months with the option to extend for up to a further 18 months through one or more extension.

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

This contract is divided into lots: No

### **II.2) Description**

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

- 79342000 - Marketing services
- 79342200 - Promotional services
- 79341100 - Advertising consultancy services

- 79341200 - Advertising management services
- 79341400 - Advertising campaign services
- 79413000 - Marketing management consultancy services

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

NUTS codes

- UKH3 - Essex

Main site or place of performance

Essex

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

Epping Forest District Council is seeking to procure digital and traditional PR, Communications, Marketing and Engagement support services for the Harlow & Gilston Garden Town project, one of the most exciting regeneration opportunities for sustainable development of any place in the UK and the second largest growth initiative in the South-East region.

These services will not only provide media expertise but give political counsel and insight, and community engagement and co-design best practice to the HGGT project team, which includes a dedicated Comms and Engagement Officer.

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

Quality criterion - Name: Quality / Weighting: 70

Cost criterion - Name: Cost / Weighting: 30

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

Options: No

### **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: [2022/S 000-007634](#)

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

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

Other reasons (discontinuation of procedure)

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## **Section VI. Complementary information**

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=683326057>

GO Reference: GO-2022412-PRO-19956770

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

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

Epping Forest District Council

Civi Offices, High Street

Epping

CM16 4BZ

Country

United Kingdom