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Tender

Communication & Marketing Services Framework

Bolton at Home

F02: Contract notice

Notice identifier: 2023/S 000-015391

Procurement identifier (OCID): ocds-h6vhtk-03d096

Published 31 May 2023, 1:46pm

Section I: Contracting authority

I.1) Name and addresses

Bolton at Home

98 Waters Meeting Road

Bolton

BL1 8SW

Contact

Procurement Hub

Email

procurementhub@boltonathome.org.uk

Telephone

+44 1204328000

Country

United Kingdom

Region code

UKD3 - Greater Manchester

Internet address(es)

Main address

<http://www.boltonathome.org.uk/>

Buyer's address

<http://www.boltonathome.org.uk/>

I.3) Communication

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

www.the-chest.org.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.the-chest.org.uk

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Communication & Marketing Services Framework

Reference number

DN668251

II.1.2) Main CPV code

- 72000000 - IT services: consulting, software development, Internet and support

II.1.3) Type of contract

Services

II.1.4) Short description

Bolton at Home would like to invite tenders for the provision of a Framework for Communications & Marketing Services. Bolton at Home Group and other Housing Providers may also utilise this framework including Golden Lane Housing, Ongo Homes and Wythenshawe Community Housing Group.

The framework will be for creative design and print services which will generally consist of:-

- Video, Audio and Photography -
- Print and Media Services
- Multi Channel Engagement (inc Employee, Residents & Customers)
- Graphic Design (inc Website, Digital & Social Media)

The framework will not be split into lots and it is anticipated that there will be a minimum of 2 and maximum of 8 suppliers awarded a place on the framework.

The contract will be awarded based on the most economically advantageous tender (MEAT) and the

evaluation criteria is as follows:

Stage 1 – Selection Questionnaire - Pass/Fail

Stage 2 – Quality inc Social Value – 70%

Stage 3 – Pricing – 30%

It is anticipated the start date for the framework will commence in September 2023.

Tender documents can be found on the chest portal (www.the-chest.org.uk) reference DN668251 unrestricted, full direct access free of charge.

II.1.5) Estimated total value

Value excluding VAT: £2,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKD3 - Greater Manchester

II.2.4) Description of the procurement

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II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

48

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: 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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

In the case of framework agreements, provide justification for any duration exceeding 4 years:

n/a

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

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

Date

30 June 2023

Local time

5:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

30 June 2023

Local time

5:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Bolton at Home

Bolton

Country

United Kingdom