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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](mailto: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](http://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](http://www.the-chest.org.uk)

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

Regional or local authority

**I.5) Main activity**

Housing and community amenities

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**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](http://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

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## **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

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## **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