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Tender

Sight and Sound Subscription Services

British Film Institute

F02: Contract notice

Notice identifier: 2024/S 000-016589

Procurement identifier (OCID): ocds-h6vhtk-046baa

Published 28 May 2024, 11:29am

Section I: Contracting authority

I.1) Name and addresses

British Film Institute

21 Stephen Street

London

W1T 1LN

Contact

Vicki Akinosho

Email

vicki.akinoshob@bfi.org.uk

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<https://in-tendhost.co.uk/bfi/asp/Home>

Buyer's address

<https://in-tendhost.co.uk/bfi/asp/Home>

I.3) Communication

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

<https://in-tendhost.co.uk/bfi/asp/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/bfi/asp/Home>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Other type

NDPB - Charity

I.5) Main activity

Recreation, culture and religion

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Sight and Sound Subscription Services

Reference number

2024/370

II.1.2) Main CPV code

- 79980000 - Subscription services

II.1.3) Type of contract

Services

II.1.4) Short description

This opportunity is for the Sight and Sound Subscription Services. With subscribers accounting for approximately two thirds of all Sight and Sound paid readers, subscriptions services are a vital part of Sight and Sound business planning and a key stakeholder in our future success. We are looking for a Subscriptions Bureau that can confidently and effectively service our current subscriber base, manage all correspondence, liaise with other fulfilment partners, deal with issues as they arise and help us build on our current offering. We would like to receive competitive bids that will enable us to service our audience within our strictly controlled financial structure. The Contract will be awarded for 3 years with an option to extend for up to an additional 2 years.

II.1.5) Estimated total value

Value excluding VAT: £270,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79980000 - Subscription services

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

UK1 - London

II.2.4) Description of the procurement

See the SSQ document for additional information

II.2.5) Award criteria

Quality criterion - Name: Quality Weighting / Weighting: 70%

Cost criterion - Name: Cost Weighting / Weighting: 30%

II.2.6) Estimated value

Value excluding VAT: £270,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

There is an option to extend the contract for up to an additional 2 years.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 2

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

Please see SSQ Instructions for further details.

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 III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Additional information is in the SSQ Instructions

III.1.2) Economic and financial standing

List and brief description of selection criteria

Please see SSQ Instructions for further information.

Minimum level(s) of standards possibly required

Please see SSQ Instructions for further information.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Please see SSQ Instructions for further information.

Minimum level(s) of standards possibly required

Please see SSQ Instructions for further information.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

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

24 June 2024

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

26 July 2024

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 36 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

To take part in this tender, please visit our website, at <https://intendhost.co.uk/bfi/asp/Tenders/Current> , where you will need to register, if you haven't already, and express an interest in this opportunity to access the relevant documents. Please note expressions of interest will only be accepted via the portal. The Contract will be awarded for 3 years initially with an option to extend for up to 2 additional years.

VI.4) Procedures for review

VI.4.1) Review body

British Film Institute

21 Stephen Street

London

W1T 1LN

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

See SSQ Instructions for further information.