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Tender

UK_252 - 2024 - Creative Design Services Framework

British Council

F02: Contract notice

Notice identifier: 2024/S 000-017391

Procurement identifier (OCID): ocds-h6vhtk-046d89

Published 5 June 2024, 11:53am

Section I: Contracting authority

I.1) Name and addresses

British Council

58 Whitworth Street

Manchester

M1 6BB

Contact

Ahmed Akram

Email

ahmed.akram@britishcouncil.org

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

www.britishcouncil.org

Buyer's address

<https://in-tendhost.co.uk/britishcouncil>

I.3) Communication

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

<https://in-tendhost.co.uk/britishcouncil.aspx/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/britishcouncil.aspx/Home>

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

Other activity

Registered Charity

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

UK_252 - 2024 - Creative Design Services Framework

Reference number

BC/03489

II.1.2) Main CPV code

- 79415200 - Design consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

The British Council is looking to setup a framework agreement for 2 years fixed term with a potential to extend for a further 1 year after for its design requirements. We expect to award a framework agreement to up to Suppliers. We are looking for creative agencies to work with us to deliver high quality creative projects across a range of media. Services that will be required but not limited to:• Visual conception, execution, and guidance• Art direction and photography commissioning• Digital and print design and artwork including editable templates• Social media graphics for all social media channels • Creation of editable templates on Canva• Presentations • Static and video content for digital campaigns (occasional)• Exhibition and experiential design• Motion design and animation (occasional)• Illustration (occasional)• Information design and data visualisation• Limited copywriting and proof-reading

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79415200 - Design consultancy services
- 79340000 - Advertising and marketing services

- 79342000 - Marketing services
- 79822500 - Graphic design services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The British Council is looking to setup a framework agreement for 2 years fixed term with a potential to extend for a further 1 year after for its design requirements. We expect to award a framework agreement to up to Suppliers. We are looking for creative agencies to work with us to deliver high quality creative projects across a range of media. Services that will be required but not limited to:

- Visual conception, execution, and guidance
- Art direction and photography commissioning
- Digital and print design and artwork including editable templates
- Social media graphics for all social media channels
- Creation of editable templates on Canva
- Presentations
- Static and video content for digital campaigns (occasional)
- Exhibition and experiential design
- Motion design and animation (occasional)
- Illustration (occasional)
- Information design and data visualisation
- Limited copywriting and proof-reading

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The contract is for 2 years with an option to extend for a further 12 months.

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

II.2.14) Additional information

Estimated Framework Value: £1,500,000 - £2,000,000

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

In accordance with Regulations 57, 58 and 60 of the Public Contracts Regulations 2015, applicants will be assessed in accordance with the Public Contract Regulations 2015, on the basis of information provided in response to the Selection Questionnaire.

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 several operators

Envisaged maximum number of participants to the framework agreement: 6

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: Yes

IV.2) Administrative information

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

Date

12 July 2024

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

12 July 2024

Local time

12:15pm

Place

British Council

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Suppliers who wish to express an interest and take part in the tender process will be required to register on our e-Tendering portal In-Tend hosted at <https://in-tendhost.co.uk/britishcouncil>. Once registered, bidders must log-in to the website where they can view the project and access the bidders pack and submit their return. Bidders will also be required to demonstrate their capability and `means of proof` will be required. These conditions are outlined in the ITT.

VI.4) Procedures for review

VI.4.1) Review body

The High Court of Justice

Royal Courts of Justice, Strand

London

WC2A 2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The contracting authority will operate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers to provide time for unsuccessful tenderers to challenge the award decision before the contract is entered into. Unsuccessful tenderers shall be notified by the contracting authority as soon as possible after the decision is made as to the reasons why they were unsuccessful. The Public Contracts Regulations 2015 provide that aggrieved parties who have been harmed, or are at risk of harm, by breach of the rules are to take action in the High Court (England, Wales and Northern Ireland).