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Tender

## **UOW896 Design Services**

University of Worcester

F02: Contract notice

Notice identifier: 2024/S 000-019780

Procurement identifier (OCID): ocds-h6vhtk-047851

Published 28 June 2024, 11:31am

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

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

University of Worcester

Henwick Grove

Worcester

WR2 6AJ

#### **Contact**

Nicola Brecknell

#### **Email**

[uwtenders@worc.ac.uk](mailto:uwtenders@worc.ac.uk)

#### **Telephone**

+44 01905542066

#### **Country**

United Kingdom

**NUTS code**

UKG12 - Worcestershire

**Internet address(es)**

Main address

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

**I.3) Communication**

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

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

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/universityofworcester>

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**

Education

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## **Section II: Object**

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

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

UOW896 Design Services

Reference number

UOW896 2023/24

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

- 79822500 - Graphic design services

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

Services

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

The University of Worcester is seeking to appoint a full-service agency who can offer end-to-end extensive and complex creative projects and multi-channel campaigns for a busy, multi-functional Communications department. The agency's expertise will need to include project planning and evaluation, design, market research and film production capabilities. Please note that this tender does not include print of these marketing materials.

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

This contract is divided into lots: No

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

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

- 79822500 - Graphic design services

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

NUTS codes

- UKG12 - Worcestershire

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

The University of Worcester is seeking to appoint a full-service agency who can offer end-to-end extensive and complex creative projects and multi-channel campaigns for a busy, multi-functional Communications department. The agency's expertise will need to include project planning and evaluation, design, market research and film production capabilities. Please note that this tender does not include print of these marketing materials.

### **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**

Start date

1 November 2024

End date

31 October 2026

This contract is subject to renewal

Yes

Description of renewals

Option to extend contract for 2 x 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

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## **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

As per tender documents

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Tenderers must be able to evidence a minimum annual turnover of twice the estimated contract value.

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

## **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: Yes

### **IV.2) Administrative information**

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

Date

29 July 2024

Local time

5:00pm

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

9 August 2024

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

English

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

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

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

University of Worcester

Worcester

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

A 10 day standstill period will be applied prior to contract award.