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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

Telephone

+44 01905542066

Country

United Kingdom

NUTS code

UKG12 - Worcestershire

Internet address(es)

Main address

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

I.3) Communication

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

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

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/universityofworchester>

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

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

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

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.