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Tender

ITT - Provision of Public Relations and Policy Monitoring Services

National Physical Laboratory

F02: Contract notice

Notice identifier: 2021/S 000-021094

Procurement identifier (OCID): ocds-h6vhtk-02d9d6

Published 25 August 2021, 10:45pm

Section I: Contracting authority

I.1) Name and addresses

National Physical Laboratory

Hampton Road

Teddington

TW11 0LW

Email

charley.choules@npl.co.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

www.npl.co.uk

I.3) Communication

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

<https://lupc.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://lupc.bravosolution.co.uk/web/login.shtml>

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

Research

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

ITT - Provision of Public Relations and Policy Monitoring Services

II.1.2) Main CPV code

- 79342000 - Marketing services

II.1.3) Type of contract

Services

II.1.4) Short description

NPL requires an agency with the skills, connections and creativity to effectively communicate the cutting-edge research and innovative work that is led by world-class scientists at NPL – across a broad range of audiences, primarily in the UK but also internationally.

The successful agency will be able to tell the story of NPL, metrology, measurement science and the work NPL conducts across different scientific, engineering and technology disciplines to the media, effectively position NPL as the authority on metrology in the UK. They will also be able to provide proven policy and Parliamentary monitoring services to support NPL activity on a regular (weekly) basis.

Participants in the tender should have a background in delivering work with impact on behalf of leading science facilities/technology companies or be able to demonstrate a proven ability to communicate complex concepts and ideas to a range of audiences and have a network of influence that reaches across the UK and global STEM communities.

NPL is seeking to appoint an agency for a 3 year period, with the option for NPL to extend the contract for up to two years, to be exercised as one year periods and confirmed in the last month of the third and fourth years as applicable. The purpose of the appointment shall be to provide media and public relations services and policy monitoring services overseen by the in-house PR team and government relations team. NPL shall be entitled to terminate the contract after 11 months on giving 30 calendar day's written notice to the agency if, in NPL's sole opinion, the agency has not performed to a satisfactory standard.

The budget value is £50,000 per annum for PR Services, and £20,000 per annum for PM Services.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Lot No

2

II.2.2) Additional CPV code(s)

- 79342000 - Marketing services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

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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

9 November 2021

End date

8 November 2024

This contract is subject to renewal

Yes

Description of renewals

Potential to extend the contract for up to two years, to be exercised as one year periods

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 IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open 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

17 September 2021

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

English

IV.2.7) Conditions for opening of tenders

Date

22 September 2021

Local time

3:00pm

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

NPL Management Ltd

Hampton Road

Teddington

TW11 0LW

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

NPL Management Ltd

Hampton Road

Teddington

TW11 0LW

Country

United Kingdom

VI.4.4) Service from which information about the review procedure may be obtained

NPL Management Ltd

Hampton Road

Teddington

TW11 0LW

Country

United Kingdom