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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](mailto:charley.choules@npl.co.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

#### **Internet address(es)**

Main address

[www.npl.co.uk](http://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

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## **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**

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.

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

#### **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

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## **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

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## **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