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Tender

## **Procurement for Annual Report Design**

Border to Coast Pensions Partnership Ltd

F02: Contract notice

Notice identifier: 2021/S 000-022678

Procurement identifier (OCID): ocds-h6vhtk-02d27a

Published 13 September 2021, 2:20pm

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

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

Border to Coast Pensions Partnership Ltd

5th Floor, Toronto Square, Toronto Street

Leeds

LS1 2HJ

#### **Contact**

[procurement@bordertocoast.org.uk](mailto:procurement@bordertocoast.org.uk)

#### **Email**

[procurement@bordertocoast.org.uk](mailto:procurement@bordertocoast.org.uk)

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**National registration number**

N/A

**Internet address(es)**

Main address

<https://www.bordertocoast.org.uk/>

Buyer's address

<https://www.bordertocoast.org.uk/>

**I.3) Communication**

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

<https://procontract.due-north.com/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Login>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Economic and financial affairs

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## **Section II: Object**

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

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

Procurement for Annual Report Design

Reference number

DN560647

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

- 79415200 - Design consultancy services

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

Services

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

Procurement for Annual Report Design

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

This contract is divided into lots: No

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

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

NUTS codes

- UK - United Kingdom

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

As part of its reporting requirements, Border to Coast currently produce three formal reports – the Annual Report & Accounts (ARA), the Responsible Investment & Stewardship (“RIS”) Report, and the Task Force on Climate-Related Financial Disclosures (“TCFD”) Report. From 2021/22 the TCFD Report will be integrated within the RIS Report.

We are looking for support for the continuing evolution, design and production of our ARA and RIS reports. This includes:

- Project management
- Content and creative concepts
- Design development
- Typesetting
- Proofing
- Infographic design
- Artworking / image retouching
- Interactive PDF

#### **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

36

This contract is subject to renewal

Yes

Description of renewals

The initial term of the proposed contract is for a period of 3 years, with two extension options of 1 year each (3+1+1).

#### **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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-019211](#)

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

Date

28 September 2021

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

28 September 2021

Local time

12:00pm

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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**

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