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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): ocids-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

Email

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

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

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

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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