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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<sub>2HJ</sub>

#### 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: <u>2021/S 000-019211</u>

#### 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

Border to Coast Pensions Partnership Limited

5th Floor, Toronto Square, Toronto Street

Leeds

LS1 2HJ

Email

procurement@bordertocoast.org.uk

Country

**United Kingdom**