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Tender

180570 Advertising Services

Moray Council

F02: Contract notice

Notice identifier: 2021/S 000-024416

Procurement identifier (OCID): ocds-h6vhtk-02e6cf

Published 1 October 2021, 11:45am

Section I: Contracting authority

I.1) Name and addresses

Moray Council

High Street

Elgin

IV30 1BX

Email

procurement@moray.gov.uk

Telephone

+44 1343563137

Country

United Kingdom

NUTS code

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Internet address(es)

Main address

<http://www.moray.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00160

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

180570 Advertising Services

Reference number

180570

II.1.2) Main CPV code

- 79341200 - Advertising management services

II.1.3) Type of contract

Services

II.1.4) Short description

Moray Council is seeking to re-tender a single supplier Framework Agreement to provide a quality Fully Managed Service for our advertising requirements. The supplier will act as our agent and will liaise with various media/publications on our behalf.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79341200 - Advertising management services
- 79341000 - Advertising services

II.2.3) Place of performance

NUTS codes

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Main site or place of performance

Moray

II.2.4) Description of the procurement

Moray Council is seeking to re-tender a single supplier Framework Agreement to provide a quality Fully Managed Service for our advertising requirements. The supplier will act as our agent and will liaise with various media/publications on our behalf.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80

Price - Weighting: 20

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

Option to extend for a further 12 months.

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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

4B.1.1 - The Bidder should provide its (“general”) yearly turnover for the number of financial years specified in the relevant Contract Notice:

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

Description of the economic or financial requirements: The bidder is required to confirm that (to the best of their knowledge) there are no material post balance sheet events or other business issues arising since the date of the last audited financial statements that materially impact the economic and financial standing of the economic operator.

Where the operator is not able to make such a conformation, full details of the relevant events shall be provided along with an explanation of the expected impact on the bidders economic and financial standing.

Minimum level(s) of standards possibly required

Bidders will be required to have a minimum “general” yearly turnover of 126000 GBP for the last 3 years

Employer's (Compulsory) Liability: 5M GBP

The bidder is required to provide a copy of the last 2 or 3 audited financial statements as evidence of their compliance to meet their statutory obligations.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

Minimum level(s) of standards possibly required

Minimum number of relevant examples: 2

Requirement: Examples of relevant experience of managing a service of a similar nature and value.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

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

Date

12 November 2021

Local time

12:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

12 November 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Autumn/Winter 2025

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The Moray Council are an associate partner in the Supplier Development Programme <http://www.sdpscotland.co.uk/home.aspx> which provides a range of specialist business support activities including the provision of advice, information and training support including webinars with the aim of assisting businesses to become more capable of accessing and competing for public sector contracts.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 19752. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:668765)

VI.4) Procedures for review

VI.4.1) Review body

Elgin Sheriff Court

Sheriff Courthouse, High Street

Elgin

IV30 1BU

Email

elgin@scotcourts.gov.uk

Telephone

+44 343542505

Country

United Kingdom