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Tender

Elections Digital Media

City of Bradford Metropolitan District Council

F02: Contract notice

Notice identifier: 2023/S 000-024718

Procurement identifier (OCID): ocds-h6vhtk-03f620

Published 23 August 2023, 8:21am

Section I: Contracting authority

I.1) Name and addresses

City of Bradford Metropolitan District Council

Britannia House, Hall Ings

Bradford

BD1 1HX

Contact

Catherine Mullins

Email

catherine.mullins@bradford.gov.uk

Country

United Kingdom

Region code

UKE - Yorkshire and the Humber

National registration number

180808262

Internet address(es)

Main address

<https://www.bradford.gov.uk/>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/103277>

I.3) Communication

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

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=70912&B=UK

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=70912&B=UK

Tenders or requests to participate must be submitted to the above-mentioned address

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

Elections Digital Media

Reference number

CBMDC 658

II.1.2) Main CPV code

- 72000000 - IT services: consulting, software development, Internet and support

II.1.3) Type of contract

Services

II.1.4) Short description

The Council is seeking to appoint a suitably experienced and qualified Provider (the Provider) to deliver a full digital media service to support the Council's Election process.

A mandatory in person site visit is required to ensure Bidders have a full understanding of the two Counting Centres and the requirements at each site. Only bidders who pass the Stage 1 Selection Questionnaire will be invited to attend the site visit and to submit a tender response. The site visits are planned to take place 16th October 2023 and due to time pressures and access to the sites we are unable to offer an alternative date.

The proposed contract will be for an initial duration of three (3) years with a possible three (3) twelve (12) month extensions. The proposed contract will cover any elections (local, general) which are called during the contract period.

II.1.5) Estimated total value

Value excluding VAT: £160,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72000000 - IT services: consulting, software development, Internet and support

II.2.3) Place of performance

NUTS codes

- UKE - Yorkshire and the Humber

Main site or place of performance

Bradford

II.2.4) Description of the procurement

The Council is seeking to appoint a suitably experienced and qualified Provider (the Provider) to deliver a full digital media service to support the Council's Election process.

The Council has two main count centres which are located at Sedbergh Sports and Leisure Centre, Cleckheaton Rd, Bradford, BD12 0HQ (Sedbergh LC) and Keighley Leisure Centre, Victoria Park, Harding Road, Keighley, BD21 3JN (Keighley LC) and require a fully supported digital media service to support all elections during the contract period.

A mandatory in person site visit is required to ensure Bidders have a full understanding of the two Counting Centres and the requirements at each site. Due to the high-profile nature of the elections, the Council needs to ensure bidders fully understand all requirements. Therefore, bidders must attend the two site visits to submit a compliant bid for this tender. Any responses submitted from Bidders who do not attend the two site visits will be disqualified. Only bidders who pass the Stage 1 Selection Questionnaire will be invited to attend the site visit and to submit a tender response. Full details are provided in the ITT Stage 1 - Selection Specific Information document. The site visits are planned to take place 16th October 2023 and due to time pressures and access to the sites we are unable to offer an alternative date.

The proposed contract will be for an initial duration of three (3) years with a possible three (3) twelve (12) month extensions. The proposed contract will cover any elections (local, general) which are called during the contract period.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £150,000

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

2 x 12 month extensions

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 III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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: Yes

IV.2) Administrative information

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

Date

25 September 2023

Local time

1:00pm

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: 2 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

25 September 2023

Local time

1:00pm

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

City of Bradford Metropolitan District Council

1st Floor, Britannia House, Hall Ings

Bradford

BD1 1HX

Country

United Kingdom

Internet address

<https://www.bradford.gov.uk/>

VI.4.2) Body responsible for mediation procedures

City of Bradford MDC

1st Floor, Britannia House, Hall Ings

Bradford

BD1 1HX

Country

United Kingdom

VI.4.4) Service from which information about the review procedure may be obtained

City of Bradford MDC

1st Floor, Britannia House, Hall Ings

Bradford

BD1 1HX

Country

United Kingdom