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Tender

ACCESS Communications & Engagement Service

HAMPSHIRE COUNTY COUNCIL

F02: Contract notice

Notice identifier: 2023/S 000-024745

Procurement identifier (OCID): ocds-h6vhtk-03f62b

Published 23 August 2023, 10:10am

Section I: Contracting authority

I.1) Name and addresses

HAMPSHIRE COUNTY COUNCIL

The Castle

WINCHESTER

SO238ZB

Contact

Samantha Pullinger

Email

samantha.pullinger@hants.gov.uk

Telephone

+44 1962847826-847826

Country

United Kingdom

Region code

UKJ36 - Central Hampshire

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

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

I.3) Communication

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

<https://in-tendhost.co.uk/hampshire.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/hampshire.aspx/Home>

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

ACCESS Communications & Engagement Service

Reference number

EX22438

II.1.2) Main CPV code

- 79416000 - Public relations services

II.1.3) Type of contract

Services

II.1.4) Short description

Hampshire County Council is undertaking this procurement on behalf of the ACCESS Pool of LGPS Pension Funds.

The Pool is seeking to appoint a Communications and Engagement Partner to provide support, advice and management of the Pool's communications needs. This includes, for example, engagement with the press, government and other external parties, support and advice to the Pool's spokespeople and advice and support on the Pool's online channels.

Full details of the requirements can be found in the Specification included in the Tender Documents at Annex 1.

II.1.5) Estimated total value

Value excluding VAT: £500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

Main site or place of performance

The ACCESS Pool's Support Unit is hosted by Essex County Council and this will be the

primary location for the provision of the service. However, from time to time the service may be required to be provided within the locale of any of ACCESS's constituent Funds. A list of these can be found at <https://www.accesspool.org/about-access/>

II.2.4) Description of the procurement

This procurement uses the Open Procedure and will result in a single contract with a single supplier. The contract will be for 4+2 years, with any extensions at the sole discretion of ACCESS.

Tenderers must complete both the ITT Stage 1 and ITT Stage 2 Questionnaires included in the Tender Documentation and make their submissions via Hampshire County Council's e-tendering portal linked above in this Notice.

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: £500,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

72

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The initial 4 year term may be extended by period or periods not exceeding 2 years in total. Extensions are at the sole discretion of ACCESS.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

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

29 September 2023

Local time

2:00pm

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

IV.2.7) Conditions for opening of tenders

Date

29 September 2023

Local time

2:01pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

High Court of England & Wales

London

Country

United Kingdom

Internet address

<https://www.judiciary.uk/courts-and-tribunals/high-court/>