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Tender

## **ACCESS Communications & Engagement Service**

HAMPSHIRE COUNTY COUNCIL

F02: Contract notice

Notice identifier: 2023/S 000-024745

Procurement identifier (OCID): ocids-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](mailto: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

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**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.

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## **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

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## **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

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## **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/>