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Tender

Cluster Capabilities Proposition Development

Satellite Applications Catapult

F02: Contract notice

Notice identifier: 2022/S 000-026094

Procurement identifier (OCID): ocds-h6vhtk-03641f

Published 16 September 2022, 3:41pm

Section I: Contracting authority

I.1) Name and addresses

Satellite Applications Catapult

Electron Building, Fermi Avenue, Harwell

Didcot

OX11 0QR

Email

procurement@sa.catapult.org.uk

Telephone

+44 1235567977

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://sa.catapult.org.uk/>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42845

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<http://mytenders.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://mytenders.co.uk>

I.4) Type of the contracting authority

Other type

RTO

I.5) Main activity

Other activity

Space Sector

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Cluster Capabilities Proposition Development

Reference number

RFP-FY-23-13

II.1.2) Main CPV code

- 73000000 - Research and development services and related consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

The Satellite Applications Catapult is seeking a suitable provider to to work with us and our wider stakeholders, particularly the UK Department for International Development (DIT) and our UK space clusters, to deliver effective, dynamic and internationally credible Cluster Capabilities Propositions for the UK Space Sector.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79340000 - Advertising and marketing services
- 79413000 - Marketing management consultancy services
- 79342100 - Direct marketing services
- 79342200 - Promotional services
- 79822500 - Graphic design services
- 79415200 - Design consultancy services

- 79342000 - Marketing services
- 73200000 - Research and development consultancy services
- 73210000 - Research consultancy services
- 73220000 - Development consultancy services

II.2.3) Place of performance

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Didcot

II.2.4) Description of the procurement

As part of the Local Growth Collaboration (LGC) project to support space sector growth across the UK, the Satellite Applications Catapult is seeking a suitable provider to help deliver one of our project aims to support localities to become part of a connected and productive cluster network recognised internationally. The selected supplier will deliver effective, dynamic and internationally credible Cluster Capabilities Propositions for the UK Space Sector. We anticipate the Work to include the following stages: Market research (engaging stakeholders, establish user requirements and data sources and identify international opportunities), Develop Communications Strategies, Collate Data, Develop targeted and dynamic marketing materials in a variety of potential media with interactive options, Disseminate marketing materials with initial delivery before March 23 and at least annual Review of Communications Strategy, suite of materials and data until March 25.

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

Start date

1 November 2022

End date

22 March 2025

This contract is subject to renewal

Yes

Description of renewals

+1+1

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

As described in documentation

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

If you have any questions or concerns, please contact procurement@sa.catapult.org.uk

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

See RFP documentation

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

See RFP documentation

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-024186](#)

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

Date

17 October 2022

Local time

8:00am

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

Tender must be valid until: 16 January 2023

IV.2.7) Conditions for opening of tenders

Date

17 October 2022

Local time

8:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

To participate, interested parties must be registered on the MyTenders portal with up-to-date contact details. If you have any issues, please contact

procurement@sa.catapult.org.uk

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=227376.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.mytenders.co.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:227376)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>