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Tender

## **ID 5314168 - DfE - NRC - Provision of Public Relations, Media Relations and Communications Services for NRC**

Northern Regional College

F02: Contract notice

Notice identifier: 2024/S 000-027773

Procurement identifier (OCID): ocids-h6vhtk-0496d5

Published 30 August 2024, 2:01pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Northern Regional College

2 Coleraine Rd, Ballymoney

Ballymoney

BT53 6BP

#### **Contact**

SSDAdmin.CPDfinance-ni.gov.uk

#### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.3) Communication**

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

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

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

ID 5314168 - DfE - NRC - Provision of Public Relations, Media Relations and Communications Services for NRC

Reference number

5314168

#### **II.1.2) Main CPV code**

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

NRC require a Supplier to assist the organisation in the following ways; strategic support, media relations, community relations and public consultation, event support, and performance management and reporting. The Supplier will be appointed for two years, with an option to extend for three further periods of up to 12 months each. The total maximum contract duration is therefore five years.

#### **II.1.5) Estimated total value**

Value excluding VAT: £250,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79400000 - Business and management consultancy and related services
- 79410000 - Business and management consultancy services
- 79416000 - Public relations services

- 79416100 - Public relations management services
- 79416200 - Public relations consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UKN - Northern Ireland

### **II.2.4) Description of the procurement**

NRC require a Supplier to assist the organisation in the following ways; strategic support, media relations, community relations and public consultation, event support, and performance management and reporting. The Supplier will be appointed for two years, with an option to extend for three further periods of up to 12 months each. The total maximum contract duration is therefore five years.

### **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: £250,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

There is an option to extend for three further periods of up to 12 months each.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

There is an option to extend for three further periods of up to 12 months each.

#### **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**

Contract Value. The figure indicated in Section II 1.5 represents an estimated contract value. This value reflects the potential scale of the contract and takes into account potential optional extension periods and the uptake of potential optional services as detailed in the tender documents. This figure does not however take into account the application of indexation. Neither CPD nor the Authority can provide any guarantee as to the level of business under this contract. The Contracting Authority does not bind itself to accept the lowest or any tender. Economic Operators remain responsible for all costs and expenses incurred by them or by any third party acting under instructions from the Economic Operator in connection with taking part in this procurement process regardless of whether such costs arise as a consequence, directly or indirectly of any amendments made to the procurement documents by the Contracting Authority at any time. No legally binding contract shall arise (and an Economic Operator shall have no legitimate expectation that a contract will be entered into) until such time as entry into the Contract has been confirmed by the Contracting Authority. Economic Operators should note that all dates, time periods and figures in relation to values and volumes specified in this notice and the procurement documents are approximate only and the Contracting Authority reserves the right to change any or all of them.

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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

7 October 2024

Local time

3:00pm

#### **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**

Tender must be valid until: 5 January 2025

#### **IV.2.7) Conditions for opening of tenders**

Date

7 October 2024

Local time

3:30pm

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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 ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

Contractors not delivering on contract requirements is a serious matter. It means the public.. purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of.. contract performance they will be given a specified time to improve. If, after the specified.. time, they still fail to reach satisfactory levels of contract performance, the matter will be. escalated to senior management in CPD for further action. If this occurs and the. performance still does not improve to satisfactory levels within the specified period, it may. be regarded as an act of grave professional misconduct and they may be issued with a Notice. of Unsatisfactory Performance and the their place on the contract may be terminated. The.. issue of a Notice of unsatisfactory Performance will result in the contractor being excluded.. from all procurement competitions being undertaken by Centres of Procurement Expertise. on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of. twelve months from the date of issue of the Notice.

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead, any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

UK

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.