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Tender

ID 5978081 - DfE - Provision of Video and Animation Services

Department for Economy

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-028914

Procurement identifier (OCID): ocds-h6vhtk-052a13 ([view related notices](#))

Published 30 May 2025, 4:10pm

Scope

Reference

ID 5978081

Description

The Department for the Economy requires a Supplier to provide high quality video and animation production services to highlight its programmes and initiatives. These services will play an important role in seeking to inform and influence the Department's customers to avail of the programmes or services being shown. The Supplier will be required to film scenarios / create storyboards as briefed by Departmental officials which will include local employers, training organisations and individuals who are, or have been, engaged in Departmental programmes / initiatives. The objective in each case will be to promote these programmes and provide a clear message to the Department's customers.

Total value (estimated)

- £170,000 excluding VAT
- £204,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 September 2025 to 31 August 2029
- 4 years

Main procurement category

Services

CPV classifications

- 92100000 - Motion picture and video services
- 92110000 - Motion picture and video tape production and related services
- 92111000 - Motion picture and video production services
- 92111100 - Training-film and video-tape production
- 92111200 - Advertising, propaganda and information film and video-tape production
- 92140000 - Video-tape projection services
- 92111250 - Information film production
- 92111260 - Information video-tape production

Contract locations

- UKN0 - Northern Ireland

Participation

Legal and financial capacity conditions of participation

As per tender documentation

Technical ability conditions of participation

As per Tender documentation.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

24 June 2025, 3:00pm

Tender submission deadline

2 July 2025, 3:00pm

Submission address and any special instructions

Tenders must be submitted electronically via the relevant Call for Tender (CfT) opportunity on eTendersNI, website details immediately below.

Paper submissions will not be accepted or considered and will be rejected by the Contracting Authority / Buyer.

The tender documents are available with unrestricted and full direct access, free of charge, at: URL <https://etendersni.gov.uk/epps>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

18 August 2025

Award criteria

Name	Type	Weighting
AC4 - Total Contract Price	Price	40%
AC1 - Proposed Methodology	Quality	36%
AC2 - Personnel Experience	Quality	15%
AC3 - Contract Management	Quality	9%

Other information

Payment terms

For further details on invoicing procedures please see : <https://www.finance-ni.gov.uk/articles/account-ni-good-invoicing-practice>

For ANI clients insert: For further details on invoicing procedures please see : <https://www.finance-ni.gov.uk/articles/account-ni-good-invoicing-practice>

Contract Value

The estimated value figure indicated in the Scope Section represents an overall 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 or increases to charges due to increases in the Real Living Wage. Neither CPD nor the contracting 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. Suppliers remain responsible for all costs and expenses incurred by them or by any third party acting under instructions from the Supplier 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 a Supplier 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.

Description of risks to contract performance

Exclusions

If at any time during the procurement, or post award, it comes to the attention of the Contracting Authority (CA) or CPD, by whatever means, that a Supplier has become 'excluded' or 'excludable' as per Sec 57 of the PA 2023, the CA, after compliance with its obligations under the PA 23, reserves the right to exclude said Supplier from the procurement procedure or terminate any contract they have been awarded.

The Contracting Authority expressly reserves the rights:

- (I). not to award any contract as a result of the procurement process commenced by publication of this notice;
- (II). to make whatever changes it may see fit to the content and structure of the tendering Competition;
- (III). to award (a) contract(s) in respect of any part(s) of the [services] covered by this notice; and
- (IV). to award contract(s) in stages.

and in no circumstances will the Authority be liable for any costs incurred by candidates.

The Contracting Authority reserves the right to hold additional rounds of negotiation / dialogue with tenderers; to require the submission of any further or additional information or tender submissions; to award the Contract following the submission of initial tenders and/or to down-select tenderers at specified points in the process. For the avoidance of doubt, final tenders will not be subject to any negotiation with the Contracting Authority (however, they may be subject to clarification, if required, at the Contracting Authority's absolute discretion). The Contracting Authority reserves the right: to reject any or all PSQ or tender responses and to cancel or withdraw the procurement process at any stage; to award a contract without prior notice; to change the basis of, the procedure and the timescales set out or referred to in the procurement documents; to require a tenderer to clarify its PSQ or tender response in writing and/or provide additional information; to terminate the procurement process; and/or to amend the terms and conditions of the PSQ or tender evaluation process or negotiation process in line with section 31 of the Procurement Act 2023.

Suppliers 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.

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

Department for Economy

- Public Procurement Organisation Number: PZXX-5679-MBYZ

39-49 Adelaide Street

Belfast

BT2 8FD

United Kingdom

Email: ssdadmin.cpd@finance-ni.gov.uk

Region: UKN06 - Belfast

Organisation type: Public authority - central government

Devolved regulations that apply: Northern Ireland

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

CPD

Summary of their role in this procurement: Construction and Procurement Delivery - Supplies and Services Division, is a Centre of Procurement Expertise and provides a central procurement function for central government in Northern Ireland

- Public Procurement Organisation Number: PVWG-8426-YWXV

303 Airport Road West

Belfast

BT3 9ED

United Kingdom

Email: ssdadmin.cpd@finance-ni.gov.uk

Website: <https://www.finance-ni.gov.uk/topics/procurement>

Region: UKN06 - Belfast

Contact organisation

Contact [CPD](#) for any enquiries.