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Tender

Communications services framework

East Midlands Housing Group

F02: Contract notice

Notice identifier: 2023/S 000-028915

Procurement identifier (OCID): ocds-h6vhtk-0406fb

Published 2 October 2023, 10:07am

Section I: Contracting authority

I.1) Name and addresses

East Midlands Housing Group

Memorial House, Whitwick Business Park, Stenson Road

Coalville

LE67 4JP

Email

michael.simpson@emh.co.uk

Telephone

+44 7866830837

Country

United Kingdom

Region code

UKF - East Midlands (England)

Internet address(es)

Main address

www.emh.co.uk

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-Coalville:-Business-and-management-consultancy-and-related-services./A47SYX489F>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/tenders/UK-title/A47SYX489F>

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

I.4) Type of the contracting authority

Other type

Registered provider of social housing

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Communications services framework

II.1.2) Main CPV code

- 79400000 - Business and management consultancy and related services

II.1.3) Type of contract

Services

II.1.4) Short description

The East Midlands Housing Group Communications Team provide corporate communications services to the rest of the companies within the group.

The team require a number of suppliers to provide various services, and as such are inviting suppliers to tender to be appointed to a framework to provide services such as the following:

Public relations

Design

Printing and / or mailing

Copywriting

Photography / videography

More information can be found in the invitation to tender documents.

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKF - East Midlands (England)

Main site or place of performance

EAST MIDLANDS (ENGLAND)

II.2.4) Description of the procurement

The East Midlands Housing Group Communications Team provide corporate communications services to the rest of the companies within the group.

The team require a number of suppliers to provide various services, and as such are inviting suppliers to tender to be appointed to a framework to provide services such as the following:

Public relations

Design

Printing and / or mailing

Copywriting

Photography / videography

More information can be found in the invitation to tender documents.

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

8 January 2024

End date

7 January 2028

This contract is subject to renewal

Yes

Description of renewals

The framework term will be from 8 January 2024 until 7 January 2028, with option to extend for a further 12 month period until a maximum of 7 January 2029. Any extension period shall be agreed in writing, no later than three months prior to the expiry of the framework.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

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.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

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

3 November 2023

Local time

12:00pm

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: 31 January 2024

IV.2.7) Conditions for opening of tenders

Date

3 November 2023

Local time

12:00pm

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Coalville:-Business-and-management-consultancy-and-related-services./A47SYX489F>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/A47SYX489F>

GO Reference: GO-2023102-PRO-24092924

VI.4) Procedures for review

VI.4.1) Review body

Leicester County Court

90 Wellington Street

Leicester

LE1 6HG

Country

United Kingdom