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Tender

## **Strategic Communications partner**

Scottish National Investment Bank

F02: Contract notice

Notice identifier: 2023/S 000-029526

Procurement identifier (OCID): ocids-h6vhtk-040896

Published 6 October 2023, 12:47pm

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

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

Scottish National Investment Bank

1-North, Waverley Gate, 2-4 Waterloo Place

Edinburgh

EH1 3EG

#### **Email**

[procurement@thebank.scot](mailto:procurement@thebank.scot)

#### **Telephone**

+44 7776549095

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.thebank.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA30487](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30487)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Body governed by public law

**I.5) Main activity**

Other activity

Banking

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## **Section II: Object**

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

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

Strategic Communications partner

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

- 79416000 - Public relations services

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

Services

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

The Bank has a requirement to place a contract with a strategic communications partner. The work is required to help to continue to build awareness and reputation of the Bank, develop and create new strategic relationships, deliver reactive and proactive on-going communication support and monitoring support.

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

Value excluding VAT: £360,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM75 - Edinburgh, City of

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

The Bank is setting up a contract for strategic and reactive Public Relations work. We require a strategic communications partner to manage reactive crisis communication as well as developing strategic relationships, embedding strategic planning and pro-active communications management

### **II.2.5) Award criteria**

Quality criterion - Name: Risks / Weighting: 10

Quality criterion - Name: Presentation / Weighting: 15

Quality criterion - Name: Delivery team / Weighting: 25

Quality criterion - Name: Delivery methodology / Weighting: 30

Price - Weighting: 20

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

Duration in months

48

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: 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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Professional Indemnity Insurance 1 million GBP

Employers Liability Insurance 5 million GBP

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Please provide three relevant examples of supplies and/or services carried out during the last three years. These examples should demonstrate strategic communications partner experience in the Financial sector, crisis management, experience with a development Bank or impact investor or a start up financial services organization.

Minimum level(s) of standards possibly required

Pass - Three relevant examples provided demonstrating strategic partner experience in either the financial sector, crisis management, a development bank or an impact investor start up financial services organisation.

Fail - Failure to provide relevant examples of work undertaken in these areas.

### **III.2) Conditions related to the contract**

#### **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

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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

9 November 2023

Local time

1:00pm

#### **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

9 November 2023

Local time

2:00pm

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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**

As part of the award process we will have a scored presentation. Only those bidders who have an opportunity to win the contract will be invited to the presentations. Those who are not invited to present will be informed at that stage of the process and provided with feedback. We will then inform those bidders who the successful bidder was after completion of the final scoring process.

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

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=740889](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=740889).

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.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.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.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

We have asked for Community Benefit proposals from bidders on a 'Non-scored' basis as per the tender documentation.

(SC Ref:740889)

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

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

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom