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Tender

Strategic Communications partner

Scottish National Investment Bank

F02: Contract notice

Notice identifier: 2023/S 000-029526

Procurement identifier (OCID): ocds-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

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

I.3) Communication

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

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Banking

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

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

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

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.

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.

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