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Tender

Public Relations, Graphic Design & Filmography Framework ORE/24/055

Offshore Renewable Energy Catapult

F02: Contract notice

Notice identifier: 2024/S 000-030290

Procurement identifier (OCID): ocds-h6vhtk-049cdf

Published 23 September 2024, 10:48am

Section I: Contracting authority

I.1) Name and addresses

Offshore Renewable Energy Catapult

Inovo, 121 George Street

Glasgow

G1 1RD

Contact

Miss Rachel Douglas

Email

procurement@ore.catapult.org.uk

Telephone

+44 7879519082

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://www.ore.catapult.org.uk>

Buyer's address

<https://www.ore.catapult.org.uk>

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<https://procontract.due-north.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com>

I.4) Type of the contracting authority

Other type

compliance with grant funding agreement

I.5) Main activity

Other activity

Research & Development

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Public Relations, Graphic Design & Filmography Framework ORE/24/055

Reference number

DN739335

II.1.2) Main CPV code

- 79961000 - Photographic services

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this ITT is to assist ORE Catapult in establishing a Public Relations, Graphics Design and Filmography Framework Agreement.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Lot No

1

II.2.2) Additional CPV code(s)

- 79416000 - Public relations services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Supporting ORE Catapult's PR and campaign activity at a strategic and tactical level.

Activities include, but shall not be limited to:

- Strategic planning and insight.
- Identifying media opportunities, drafting media content, interviewing spokespeople, drawing up target media lists, media target recommendations (national, regional and vertical channel trade press), reporting and evaluation.
- Strategic PR support through planning, scripting and storyboarding supporting material, and full campaign implementation.
- Social media – strategy, copywriting, implementation e) Advertising – strategy and campaigns, design, liaison with ad-buying agencies.
- Providing ad hoc media relations and PR support as directed by the in-house ORE Catapult communications team.
- Contribute thought leadership and offer strategic communications guidance, advice, and support as required

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

option to extend for upto 12 months

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

option to extend for upto 12 months

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: Yes

Identification of the project

grant funding agreement

II.2) Description

II.2.1) Title

Lot No

2

II.2.2) Additional CPV code(s)

- 79822500 - Graphic design services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Graphic Design

Design of ORE Catapult branded materials, adhering to branding guidelines at all times whilst

incorporating the Innovate UK guidance material. This shall include, but not be limited to:

- Banners;
- exhibition stands;
- brochures;
- leaflets;
- power point presentation;
- reports and documentation;
- digital materials such as web banners, adverts, social media graphics and email signatures;
- branding across both digital and print; and
- Brand design and development for collaborative UK, EU and international projects.

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

option to extend up to 12 months

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

option to extend up to 12 months

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: Yes

Identification of the project

grant funding agreement

II.2) Description

II.2.1) Title

Lot No

3

II.2.2) Additional CPV code(s)

- 79416000 - Public relations services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Photography Industrial

2.3.1 Photography covering, but not to be limited to:

- offshore renewable energy technology and its applications;
- event and project-based photography;
- people photography;
- stock image sourcing
- press and PR photography; and
- post-photography editing

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

option to extend up to 12 months

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

option to extend up to 12 months

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: Yes

Identification of the project

grant funding agreement

II.2) Description

II.2.1) Title

Lot No

4

II.2.2) Additional CPV code(s)

- 92100000 - Motion picture and video services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Videography

Provision of videography services including, but not to be limited to:

- Production of video footage and features effectively relaying ORE Catapult key messages;
- developing a script based on a clear brief;
- use of animation and graphics;
- filming and drone work; and
- video editing

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

option to extend up to 12 months

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

option to extend up to 12 months

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: Yes

Identification of the project

grat funding agreement

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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

In the case of framework agreements, provide justification for any duration exceeding 4 years:

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

24 October 2024

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

London

Country

United Kingdom