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Tender

## **RBGKEW1230 - Recruitment Advertising Services**

Royal Botanic Gardens, Kew

F02: Contract notice

Notice identifier: 2023/S 000-030936

Procurement identifier (OCID): ocds-h6vhtk-040d7a

Published 19 October 2023, 4:05pm

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

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

Royal Botanic Gardens, Kew

The Herbarium, Kew Green, Kew Green

Richmond

TW9 3AE

#### **Contact**

Sarah Jandu

#### **Email**

[procurement@kew.org](mailto:procurement@kew.org)

#### **Telephone**

+44 2083325000

**Country**

United Kingdom

**Region code**

UKI - London

**Internet address(es)**

Main address

[www.kew.org](http://www.kew.org)

**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-Richmond:-Recruitment-services./E32T9K76V7>

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/E32T9K76V7>

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

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

Ministry or any other national or federal authority

**I.5) Main activity**

Environment

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**Section II: Object****II.1) Scope of the procurement**

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

RBGKEW1230 - Recruitment Advertising Services

Reference number

RBGKEW1230

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

- 79600000 - Recruitment services
  - QA06 - For advertising in newspapers
  - QA04 - For advertising on the Internet

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

Services

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

Recruitment advertising services

### **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

- UKI - London

Main site or place of performance

LONDON

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

Recruitment advertising services

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

Quality criterion - Name: Quality / Weighting: 70

Cost criterion - Name: commercial / Weighting: 30

## **II.2.6) Estimated value**

Value excluding VAT: £400,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Potential 2 year extension

## **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 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

28 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**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

28 November 2023

Local time

12:05pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **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-Richmond:-Recruitment-services./E32T9K76V7>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/E32T9K76V7>

GO Reference: GO-20231019-PRO-24215096

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

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

Head of Procurement & Contract Management, Royal Botanic Gardens, Kew

London

Country

United Kingdom