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Tender

PR, Marketing and Communication Services

The David Ross Education Trust

F02: Contract notice

Notice identifier: 2024/S 000-031387

Procurement identifier (OCID): ocds-h6vhtk-04a4ab

Published 1 October 2024, 2:32pm

Section I: Contracting authority

I.1) Name and addresses

The David Ross Education Trust

Thorpe Hill

Loughborough

LE11 4SQ

Contact

Joanna Bailey

Email

procurement@dret.co.uk

Country

United Kingdom

NUTS code

UKF22 - Leicestershire CC and Rutland

Internet address(es)

Main address

<https://www.dret.co.uk/>

I.3) Communication

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

<https://in-tendhost.co.uk/dret>

Additional information can be obtained from the above-mentioned address

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

PR, Marketing and Communication Services

Reference number

DRET_P0039

II.1.2) Main CPV code

- 79416000 - Public relations services

II.1.3) Type of contract

Services

II.1.4) Short description

The David Ross Education Trust (DRET) is seeking to procure a supplier to support the Trusts public relations, marketing and communications. The provision includes crisis management, internal and external communications, social media strategies and media training. The Trust is seeking a supplier with technical expertise in the education sector including understanding of working with a large multi academy trust. The contract will be in place for up to 5 years with a break clause at the end of year 1 and year 3.

II.1.5) Estimated total value

Value excluding VAT: £500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79416000 - Public relations services
- 79416100 - Public relations management services
- 79416200 - Public relations consultancy services
- 79342000 - Marketing services

II.2.3) Place of performance

NUTS codes

- UKF22 - Leicestershire CC and Rutland

II.2.4) Description of the procurement

The David Ross Education Trust (The Trust) is seeking to procure a supplier to support the Trusts public relations, marketing and communications. The provision includes crisis management, internal and external communications, social media strategies and media training. The Trust is seeking a supplier with technical expertise in the education sector including understanding of working with a large multi academy trust. The contract will be in place for up to 5 years with a break clause at the end of year 1 and year 3.

II.2.5) Award criteria

Quality criterion - Name: Customer Requirements / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £500,000

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

Start date

1 January 2025

End date

31 December 2029

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

See procurement documents

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

See tender documents

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

31 October 2024

Local time

4:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

31 October 2024

Local time

4:00pm

Place

The David Ross Education TrustThorpe HillLoughboroughLE11 4SQ

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement, Review Service, Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The authority will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the authority before a contract is entered into. Such additional information should be sought from the contact named in this notice.