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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](mailto: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

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**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

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## **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

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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

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

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## **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](mailto: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.