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Tender

## **NHM Evolve Magazine**

The Natural History Museum

F02: Contract notice

Notice identifier: 2023/S 000-032445

Procurement identifier (OCID): ocds-h6vhtk-041147

Published 2 November 2023, 2:05pm

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

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

The Natural History Museum

Cromwell Road

London

SW7 5BD

#### **Contact**

Gemma Pearson

#### **Email**

[gemma.pearson@nhm.ac.uk](mailto:gemma.pearson@nhm.ac.uk)

#### **Telephone**

+44 2079425416

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.nhm.ac.uk/>

**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-London:-Composition-services./T354662876>

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**

Other type

The museum is an exempt charity and a non-departmental public body sponsored by the Department for Culture, Media and Sport.

**I.5) Main activity**

Recreation, culture and religion

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## **Section II: Object**

### **II.1) Scope of the procurement**

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

NHM Evolve Magazine

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

- 79822000 - Composition services

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

Services

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

The Museum is running a competition under the Restricted Procedure and in line with the PCR 2015 to secure the services of a single contract for the provision of the ongoing creation and development of our membership magazine 'Evolve'

#### **II.1.5) Estimated total value**

Value excluding VAT: £270,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79822300 - Typesetting services

#### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

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

The Museum is running a competition under the Restricted Procedure and in line with the PCR 2015 to secure the services of a single contract for the provision of the ongoing creation and development of our membership magazine 'Evolve'.

Final deliverables will be:

- Refreshed graphic design for Evolve, incorporating the new NHM brand identity
- To copy, edit, design and put together each edition of the magazine ready for print. (Printing services shall be an optional service under this contract).
- Approved, print-ready artwork for 3 issues per year for 3 years of the Evolve magazine (from June 2024 onwards) – approximately 72 pages (70pp plus 4pp perfect-bound cover A4 portrait 4 colour); and
- A digital version/format of the publication to either use on the Natural History Museum's website or be compatible for sending via email.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Value excluding VAT: £270,000

#### **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

The contract shall be for an initial term of three years with the option to extend by two 12-month periods (3+1+1 years).

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

Maximum number: 7

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: Yes

Description of options

The contract shall include options to provide printing of the magazine, photography services and development of monetization options for the magazine content

**II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

**II.2.14) Additional information**

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/T354662876>

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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

as stated in the 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

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted 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

4 December 2023

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

15 December 2023

#### **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)

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 2029

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **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.

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<https://www.delta-esourcing.com/tenders/UK-UK-London:-Composition-services./T354662876>

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GO Reference: GO-2023112-PRO-24328185

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

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

The Natural History Museum

London

Country

United Kingdom