

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/034174-2024>

Tender

## **TUR\_2024\_Supply of design, printing and promotional materials**

British Council

F02: Contract notice

Notice identifier: 2024/S 000-034174

Procurement identifier (OCID): ocds-h6vhtk-04b033

Published 22 October 2024, 2:56pm

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

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

British Council

Karum Is Merkezi Iran Cad. No 21 D Blok

Ankara

E20 1JQ

#### **Contact**

Suzan Dogru Asik

#### **Email**

[Suzan.Asik@britishcouncil.org](mailto:Suzan.Asik@britishcouncil.org)

#### **Telephone**

+90 3124553600

#### **Country**

Turkey

**NUTS code**

TR - Turkey

**Internet address(es)**

Main address

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

Buyer's address

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

**I.3) Communication**

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

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**

Other activity

Registered Charity

---

## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

TUR\_2024\_Supply of design, printing and promotional materials

Reference number

BC/03681

#### II.1.2) Main CPV code

- 79822500 - Graphic design services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The British Council Turkey intends to enter into a Contract with one or more suppliers for supply of design, printing and promotional materials for our operations in Turkey. Suppliers that would like to take part in this tender process are invited to •Express Interest• upon which they will be given access to the full tender documentation delivery through this e-tendering system. When the tender documents have been made available, involved suppliers will receive notification via email and the tender documents can be accessed from the •My Tenders• area of this website and selecting the •View Details• button of this project. Deadline for submissions of the tender will be Monday, 25 November 2024, 18.00 Turkey time. Please allow sufficient time to make your return as late returns will not be premitted. Any questions relating to this tender should be made via correspondence on the website and can be addressed to the main contact as shown in the details above.

#### 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

Printing services

Lot No

1

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

- 79800000 - Printing and related services
- 79810000 - Printing services

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

NUTS codes

- TR - Turkey

Main site or place of performance

Services need to be delivered in Istanbul and Ankara.

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

Printing of letterheads, books, notebooks, brochures, calendars, leaflets, business cards, etc. provided by the British Council. Some of them may require design works as per British Council branding guidelines.

### **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

24

This contract is subject to renewal

Yes

Description of renewals

This contract is for 24 months with an option to extend for additional 24 months.

### **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

## **II.2) Description**

### **II.2.1) Title**

Design services

Lot No

2

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

- 79822500 - Graphic design services

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

NUTS codes

- TR - Turkey

Main site or place of performance

Ankara and Istanbul

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

Design of marketing branded materials such as: Pens, Vests, Pull up banners, Posters, Reports, etc.

### **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

24

This contract is subject to renewal

Yes

Description of renewals

This contract is for 24 months with an option to extend for additional 24 months.

### **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

## **II.2) Description**

### **II.2.1) Title**

Supply of promotional materials

Lot No

3

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

- 22462000 - Advertising material

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

NUTS codes

- TR - Turkey

Main site or place of performance

Ankara and Istanbul

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

Provision of promotional items (merchandise) including pens, pencils, vests, tote bags etc.

#### **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

24

This contract is subject to renewal

Yes

Description of renewals

This contract is for 24 months with an option to extend for additional 24 months.

#### **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

In accordance with Regulations 57, 58 and 60 of the Public Contracts Regulations 2015, applicants will be assessed in accordance with the Public Contract Regulations 2015, on the basis of information provided in response to the Selection Questionnaire.

---

## **Section IV. Procedure**

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

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

Open 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

Envisaged maximum number of participants to the framework agreement: 3

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

N/A

#### **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

25 November 2024



Local time

6:00pm

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

English

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

Date

26 November 2024

Local time

10:00am

Place

British Council

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

If you are interested in expressing an interest and/or bidding for this project, please go to <https://in-tendhost.co.uk/britishcouncil> . You may then have to register your company before you can express an interest for this project and get access the documents. Suppliers who wish to express an interest and take part in the tender process will be required to register on our e-Tendering portal In-Tend hosted at <https://in-tendhost.co.uk/britishcouncil>. Once registered, bidders must log-in to the website where they can view the project and access the bidders pack and submit their return. Bidders will also be required to demonstrate their capability and `means of proof` will be required. These conditions are outlined in the ITT.

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

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

The High Court

Royal Court of Justice, The Strand

London

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The contracting authority will operate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers to provide time for unsuccessful tenderers to challenge the award decision before the contract is entered into. Unsuccessful tenderers shall be notified by the contracting authority as soon as possible after the decision is made as to the reasons why they were unsuccessful. The Public Contracts Regulations 2015 provide that aggrieved parties who have been harmed, or are at risk of harm, by breach of the rules are to take action in the High Court (England, Wales and Northern Ireland).