

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/035392-2022>

Tender

## **Office for Students: Recruitment Advertising Services**

Office for Students

F02: Contract notice

Notice identifier: 2022/S 000-035392

Procurement identifier (OCID): ocds-h6vhtk-038d72

Published 14 December 2022, 2:05pm

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

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

Office for Students

Nicholson House, Lime Kiln Close, Stoke Gifford

UK-UK-Bristol: Recruitment services.: Recruitment

BS34 8SR

#### **Contact**

Sarah Phillips

#### **Email**

[procurement@officeforstudents.org.uk](mailto:procurement@officeforstudents.org.uk)

#### **Telephone**

+44 1179317317

**Country**

United Kingdom

**Region code**

UKK1 - Gloucestershire, Wiltshire and Bristol/Bath area

**Internet address(es)**

Main address

<https://www.officeforstudents.org.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-UK-UK-Bristol:-Recruitment-services.-:Recruitment:Recruitment-services./U453WZ98AS>

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/U453WZ98AS>

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**

General public services

---

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

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

Office for Students: Recruitment Advertising Services

Reference number

PRN1872

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

- 79600000 - Recruitment services

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

Services

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

OfS is seeking to appoint an advertising agency to manage its advertising requirements, by offering a proactive and cost-effective service. This is primarily employee recruitment advertising, but also includes advertising for board and committee members. The successful agency will be expected to advise and support the OfS in the development of its employer brand and profile, both locally and nationally.

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

Value excluding VAT: £350,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKK1 - Gloucestershire, Wiltshire and Bristol/Bath area

Main site or place of performance

Gloucestershire, Wiltshire and Bristol/Bath area

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

OfS is seeking to appoint an advertising agency to manage its advertising requirements, by offering a proactive and cost-effective service. This is primarily employee recruitment advertising, but also includes advertising for board and committee members. The successful agency will be expected to advise and support the OfS in the development of its employer brand and profile, both locally and nationally.

## **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: £350,000

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

Duration in months

48

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.1.2) 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

---

## **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

19 January 2023

Local time

11:00am

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

English

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

Date

19 January 2023

Local time

11:00am

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-UK-UK-Bristol:-Recruitment-services.-:Recruitment:-Recruitment-services./U453WZ98AS>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/U453WZ98AS>

GO Reference: GO-20221214-PRO-21732974

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

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

Office for Students

Westward House, Lime Kiln Close, Stoke Gifford

Bristol

BS34 8SR

Email

[procurement@officeforstudents.org.uk](mailto:procurement@officeforstudents.org.uk)

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

Office for Students

Westward House, Lime Kiln Close, Stoke Gifford

Bristol

BS34 8SR

Email

[procurement@officeforstudents.org.uk](mailto:procurement@officeforstudents.org.uk)

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Office for Students

Westward House, Lime Kiln Close, Stoke Gifford

Bristol

BS34 8SR

Email

[procurement@officeforstudents.org.uk](mailto:procurement@officeforstudents.org.uk)

Country

United Kingdom