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Tender

## **Video Production Framework (LSHW.003.2025)**

Life Sciences Hub Wales Ltd

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-043887

Procurement identifier (OCID): ocds-h6vhtk-05681e

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### **Scope**

### **Reference**

(LSHW.003.2025)

### **Description**

Life Sciences Hub Wales seeks to procure and implement a framework agreement for the provision of Video Production.

A range of videos are required by Life Sciences Hub Wales to help articulate how the organisation adds value to the life sciences innovation ecosystem in Wales through storytelling, bringing projects to life through case studies, stakeholder interviews and explainer videos.

All videos must be of high quality, clearly demonstrating how Life Sciences Hub Wales has supported health, care and industry organisations to introduce and promote innovation.

The intention is to award a position on the framework to a single supplier. Each instance of activity as required by Life Sciences Hub Wales will be called off via the framework as a distinct package of work.

Full details of the requirement are provided in the Invitation to Tender document uploaded to Sell2Wales.

### **Total value (estimated)**

- £60,000 excluding VAT
- £72,000 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 6 October 2025 to 30 September 2026
- Possible extension to 30 September 2028
- 2 years, 11 months, 26 days

Description of possible extension:

The proposed framework agreement length is an initial 12-months, with the option to extend up to a further 24-months, in separate 12-month instalments on each occasion, at the sole discretion of Life Sciences Hub Wales.

### **Main procurement category**

Services

### **CPV classifications**

- 92111200 - Advertising, propaganda and information film and video-tape production
- 92111220 - Advertising video-tape production
- 92111240 - Propaganda video-tape production
- 92111260 - Information video-tape production
- 92111300 - Entertainment film and video-tape production
- 92111320 - Entertainment video-tape production
- 92112000 - Services in connection with motion-picture and video-tape production

## **Contract locations**

- UKL - Wales

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## **Participation**

### **Conditions of participation**

All video production must be completed in adherence to the Life Sciences Hub Wales brand guidelines. (The brand guidelines have been issued in support of the Invitation to Tender for reference).

The Contractor must either have valid Cyber Essentials or ISO27001 certification (if not both) in place at the time of contract award, as minimum

The successful supplier is required to comply with all applicable legislation (including without limitation the Data Protection Act 2018 and Welsh Language Act 1993) in their dealings with the Life Sciences Hub Wales.

During the term of the agreement the successful Supplier must ensure that data is managed appropriately at all times, in-line with the Data Protection Act 2018 (Chapter 2) (UK GDPR).

The successful supplier will be responsible for capturing, recording and retaining consent for the processing of personal data from any/all individuals being filmed in each instance, with consent forms to be provided to Life Sciences Hub Wales alongside the completed video case studies.

The successful supplier must accept the terms and obligations of the Life Sciences Hub Wales Data Processing Agreement.

All filming and video production must be completed in adherence to any/all relevant Welsh Government Accessibility standards.

### **Particular suitability**

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

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## **Submission**

### **Enquiry deadline**

20 August 2025, 5:00pm

### **Tender submission deadline**

2 September 2025, 2:00pm

### **Submission address and any special instructions**

Tender submissions are to be submitted in electronic format to the Postbox facility on [sell2wales.gov.uk](https://www.sell2wales.gov.wales) (<https://www.sell2wales.gov.wales>) by 14:00 on Tuesday 2nd September 2025. Responses received after the deadline may not be considered.

**Tenders may be submitted electronically**

Yes

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**Award criteria**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Quality Award Criteria	The agreement (if awarded) shall go to the Supplier submitting the Most Advantageous Tender (MAT) based on the award criteria outlined in Part 14.2.1 of the Invitation to Tender document. The Quality assessment shall carry 70% of the available 100%. The Quality assessment will be undertaken following the scoring methodology provided in Annex 1 of the Invitation to Tender document	Quality	70.00%

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Name	Description	Type	Weighting
Commercial Award Criteria	The Commercial assessment shall carry the remaining 30% of the available 100%. The Commercial assessment will be evaluated on a proportional vs best basis and will be evaluated using the calculation provided in Part 14.2.7 of the Invitation to Tender document.	Price	30.00%

## Procedure

### Procedure type

Below threshold - open competition

## Documents

### Associated tender documents

[https://www.sell2wales.gov.wales/Assets/NoticeBuilder\\_FileDownload.aspx?id=341271](https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=341271)

Invitation to Tender document, includes full details of the requirement and award criteria.

[https://www.sell2wales.gov.wales/Assets/NoticeBuilder\\_FileDownload.aspx?id=341272](https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=341272)

Qualification Questionnaire, tenderers are required to complete and return a Qualification Questionnaire as part of their tender response.

The Qualification Questionnaire includes a number of qualifying questions that tenderers must answer as instructed in order for their response to be taken forward into consideration.

[https://www.sell2wales.gov.wales/Assets/NoticeBuilder\\_FileDownload.aspx?id=341277](https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=341277)

Quality Response Template, to be completed by the tenderer.

Only responses provided using the Quality response template will be accepted for evaluation.

[https://www.sell2wales.gov.wales/Assets/NoticeBuilder\\_FileDownload.aspx?id=341274](https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=341274)

Commercial Response Template, for the Commercial Assessment Tenderers are required to complete and return a Commercial response workbook by inserting the requested information as per the workbook guidance.

[https://www.sell2wales.gov.wales/Assets/NoticeBuilder\\_FileDownload.aspx?id=341275](https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=341275)

Life Sciences Hub Wales Brand Guidelines.

[https://www.sell2wales.gov.wales/Assets/NoticeBuilder\\_FileDownload.aspx?id=341276](https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=341276)

Life Sciences Hub Wales Data Processing Agreement (DPA) template.

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## Contracting authority

### Life Sciences Hub Wales Ltd

- Companies House: 08719645

3 Assembly Square

Cardiff

CF10 4PL

United Kingdom

Contact name: Adam James-Price

Email: [adam.james-price@lshubwales.com](mailto:adam.james-price@lshubwales.com)

Website: <http://www.lifescienceshubwales.com>

Region: UKL22 - Cardiff and Vale of Glamorgan

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales