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Tender

# The City of Liverpool College Dynamic Purchasing System (DPS) Marketing and Communications

The City of Liverpool College

F02: Contract notice

Notice identifier: 2025/S 000-077312

Procurement identifier (OCID): ocds-h6vhtk-05e95a

Published 26 November 2025, 2:37pm

## **Section I: Contracting authority**

## I.1) Name and addresses

The City of Liverpool College

The Learning Exchange, 52 Roscoe Street

Liverpool

L1 9DW`

#### Contact

Tina Smith

#### **Email**

tina.smith@liv-coll.ac.uk

#### **Telephone**

+44 1512523243

#### Country

**United Kingdom** 

**NUTS** code

UKD72 - Liverpool

Internet address(es)

Main address

https://in-tendhost.co.uk/tcolc

Buyer's address

www.liv-coll.ac.uk

## I.3) Communication

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

https://in-tendhost.co.uk/tcolc/aspx/Home

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

Regional or local authority

## I.5) Main activity

Education

## **Section II: Object**

## II.1) Scope of the procurement

#### II.1.1) Title

The City of Liverpool College Dynamic Purchasing System (DPS) Marketing and Communications

Reference number

T: 2021 013

#### II.1.2) Main CPV code

• 79340000 - Advertising and marketing services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The City of Liverpool College intend to create a Dynamic Purchasing System (DPS) for our Marketing provision over 4 x separate lots. Suppliers who are awarded a place on the DPS will be invited to participate in a further mini-competition for each of the 4 x lots. The DPS will be in place until such time as the College no longer requires it or it is replace by a revised DPS. All communications with The City of Liverpool College should be carried out using the correspondence section of the In-Tend Portal.

#### II.1.5) Estimated total value

Value excluding VAT: £150,000

#### II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots 4

Maximum number of lots that may be awarded to one tenderer: 4

## II.2) Description

#### II.2.1) Title

Media Relations, Public Affairs & International Communications

Lot No

Lot 1

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

- 79340000 Advertising and marketing services
- 79416100 Public relations management services
- 79416000 Public relations services
- 79416200 Public relations consultancy services

#### II.2.3) Place of performance

**NUTS** codes

UKD72 - Liverpool

Main site or place of performance

The City of Liverpool College

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

The City of Liverpool College intend to create a Dynamic Purchasing System (DPS) for our Marketing provision over 4 x separate lots. Suppliers who are awarded a place on the DPS will be invited to participate in a further mini-competition for each of the 4 x lots. The DPS will be in place until such time as the College no longer requires it or it is replace by a revised DPS. All communications with The City of Liverpool College should be carried out using the correspondence section of the In-Tend Portal.

#### 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

This contract is subject to renewal

Yes

Description of renewals

Framework mini competitions will be carried out during the length of the DPS

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

Envisaged number of candidates: 6

#### 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

**Brand & Proposition Development** 

Lot No

Lot 2

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

- 79340000 Advertising and marketing services
- 79342000 Marketing services

#### II.2.3) Place of performance

**NUTS** codes

• UKD72 - Liverpool

Main site or place of performance

The City of Liverpool College

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

The City of Liverpool College intend to create a Dynamic Purchasing System (DPS) for our Marketing provision over 4 x separate lots. Suppliers who are awarded a place on the DPS will be invited to participate in a further mini-competition for each of the 4 x lots. The DPS will be in place until such time as the College no longer requires it or it is replace by a revised DPS. All communications with The City of Liverpool College should be carried out using the correspondence section of the In-Tend Portal.

#### 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

60

This contract is subject to renewal

Yes

Description of renewals

Mini Competitions will be held

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

Envisaged number of candidates: 6

#### 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

Marketing Campaign Planning, Delivery & Design Services

Lot No

Lot 3

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

- 79340000 Advertising and marketing services
- 79416200 Public relations consultancy services
- 79416000 Public relations services
- 79342000 Marketing services
- 79416100 Public relations management services

#### II.2.3) Place of performance

**NUTS** codes

• UKD72 - Liverpool

Main site or place of performance

The City of Liverpool College

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

The City of Liverpool College intend to create a Dynamic Purchasing System (DPS) for our Marketing provision over 4 x separate lots. Suppliers who are awarded a place on the DPS will be invited to participate in a further mini-competition for each of the 4 x lots. The DPS will be in place until such time as the College no longer requires it or it is replace by a revised DPS. All communications with The City of Liverpool College should be carried out using the correspondence section of the In-Tend Portal.

#### 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** 

60

This contract is subject to renewal

Yes

Description of renewals

Mini competitions will be used for this contract

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

Envisaged number of candidates: 6

#### 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

Content Generation & Management

Lot No

Lot 4

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

- 79340000 Advertising and marketing services
- 79416200 Public relations consultancy services
- 79416000 Public relations services
- 79342000 Marketing services
- 79416100 Public relations management services

#### II.2.3) Place of performance

**NUTS** codes

• UKD72 - Liverpool

Main site or place of performance

The City of Liverpool College

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

The City of Liverpool College intend to create a Dynamic Purchasing System (DPS) for our Marketing provision over 4 x separate lots. Suppliers who are awarded a place on the DPS will be invited to participate in a further mini-competition for each of the 4 x lots. The DPS will be in place until such time as the College no longer requires it or it is replace by a revised DPS. All communications with The City of Liverpool College should be carried out using the correspondence section of the In-Tend Portal.

#### 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

60

This contract is subject to renewal

Yes

Description of renewals

Mini Competitions will be held for this contract

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

Envisaged number of candidates: 6

## 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

The City of Liverpool College intend to create a Dynamic Purchasing System (DPS) for our Marketing provision over 4 x separate lots. Suppliers who are awarded a place on the DPS will be invited to participate in a further mini-competition for each of the 4 x lots. The DPS will be in place until such time as the College no longer requires it or it is replace by a revised DPS. All communications with The City of Liverpool College should be carried out using the correspondence section of the In-Tend Portal.

#### III.1.3) Technical and professional ability

List and brief description of selection criteria

The City of Liverpool College intend to create a Dynamic Purchasing System (DPS) for our Marketing provision over 4 x separate lots. Suppliers who are awarded a place on the DPS will be invited to participate in a further mini-competition for each of the 4 x lots. The DPS will be in place until such time as the College no longer requires it or it is replace by a revised DPS. All communications with The City of Liverpool College should be carried out using the correspondence section of the In-Tend Portal.

#### III.2) Conditions related to the contract

#### III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

The City of Liverpool College intend to create a Dynamic Purchasing System (DPS) for our Marketing provision over 4 x separate lots. Suppliers who are awarded a place on the DPS will be invited to participate in a further mini-competition for each of the 4 x lots. The DPS will be in place until such time as the College no longer requires it or it is replace by a revised DPS. All communications with The City of Liverpool College should be carried out using the correspondence section of the In-Tend Portal.

## Section IV. Procedure

## **IV.1) Description**

#### IV.1.1) Type of procedure

Restricted 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: 10

The procurement involves the setting up of a dynamic purchasing system

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

Contracts would be retendered via a mini competition prior to end of 4 years

#### 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 July 2027

Local time

12:00pm

#### 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

Tender must be valid until: 1 August 2027

## **Section VI. Complementary information**

## VI.1) Information about recurrence

This is a recurrent procurement: Yes

## VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

#### VI.4) Procedures for review

#### VI.4.1) Review body

The City of Liverpool College

The Learning Exchange, 52 Roscoe Street

Liverpool

**L1 9DW** 

Email

tina.smith@liv-coll.ac.uk

Country

**United Kingdom** 

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

The City of Liverpool College

The Learning Exchange, 52 Roscoe Street

Liverpool

**L1 9DW** 

Email

tina.smith@liv-coll.ac.uk

Country

United Kingdom

Internet address

www.liv-coll.ac.uk