

UK-Dundee: Advertising and marketing services

OJ S 22/2013 31/01/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: University of Abertay Dundee

Postal address: Bell Street

Town: Dundee

Postal code: DD1 1HG

Country: United Kingdom

Contact person: Finance - Procurement

Telephone: +44 1382308873

Fax: +44 1382308118

Internet address(es):

General address of the contracting authority: <http://www.abertay.ac.uk>

Address of the buyer profile: http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00103

Additional information can be obtained from:

Official name: University of Abertay Dundee

Postal address: Bell Street

Town: Dundee

Postal code: DD1 1HG

Country: United Kingdom

Contact person: Finance

For the attention of: Procurement

E-mail: procurement@abertay.ac.uk

Telephone: +44 1382308873

Fax: +44 1382308118

Internet address: <http://www.abertay.ac.uk>

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

Official name: University of Abertay Dundee

Postal address: Bell Street

Town: Dundee

Postal code: DD1 1HG

Country: United Kingdom

Contact person: Finance

For the attention of: Procurement

E-mail: procurement@abertay.ac.uk

Telephone: +44 1382308873

Fax: +44 1382308118

Internet address: <http://www.abertay.ac.uk>

Tenders or requests to participate must be submitted: Official name: University of Abertay Dundee

Postal address: Bell Street
Town: Dundee
Postal code: DD1 1HG
Country: United Kingdom
Contact person: Finance
For the attention of: Procurement
E-mail: procurement@abertay.ac.uk
Telephone: +44 1382308873
Fax: +44 1382308118
Internet address: <http://www.abertay.ac.uk>

I.2. Type of the contracting authority

Body governed by public law

I.3. Main activity

Education

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Student Recruitment Advertising 2013.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 13: Advertising services

Main site or place of performance: University of Abertay Dundee.

NUTS code UKM21 Angus and Dundee City

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

Student Recruitment Advertising

Purpose of Contract is to devise, implement and monitor for impact advertising campaigns to encourage student applications for courses at the University of Abertay Dundee.

Duration of contract is June 2013 to May 2015 (24 months) with an option to extend for 12 months to May 2016

This is a two stage procedure with a PQQ attached . Bidders should complete and return this by Friday 8th March at 12.00 noon.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at http://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=252631.

The awarding authority has indicated that it will accept electronic responses to this notice via a 'Tender Submission Postbox' facility. Further details of this facility are available at http://www.publiccontractsscotland.gov.uk/PostBox/Postbox_ Explain.aspx?ID=252631.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems. The postbox closes precisely at the time stated.

II.1.6. CPV code(s)

79340000 Advertising and marketing services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Student Recruitment Advertising.

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

II.3. Duration of the contract or time limit for completion

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: This is a two stage procedure with a standard PQQ attached.

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

III.2.2. Economic and financial ability

List and brief description of conditions: Please see attached PQQ

III.2.3. Technical and professional ability

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

III.3.2. Information about staff responsible for the performance of the contract

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Restricted

IV.1.2. Information about the limits on the number of candidates to be invited

Envisaged minimum number 5

Objective criteria for choosing the limited number of candidates: Please see attached documentation-Standard PQQ.

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

UAD_13_01 EU.

IV.3.2. Previous publication concerning this procedure

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

Time limit for receipt of requests for documents or for accessing documents: 28.2.2013

IV.3.4. Time limit for receipt of tenders or requests to participate

8.3.2013 - 12:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

29.3.2013

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: Three year intervals.

VI.2. Information about European Union funds

VI.3. Additional information

This is a two stage procedure and this is PQQ stage which is attached.

This should be completed and returned by 12 noon on 8th March 2013

(SC Ref:252631)

VI.4. Procedures for review

VI.4.1. Review body

Official name: Procurement

Postal address: University of Abertay

Town: Dundee

Postal code: DD1 1HG

Country: United Kingdom

E-mail: procurement@abertay.ac.uk

Internet address: www.abertay.ac.uk

VI.4.2. Review procedure

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

28.1.2013