

United Kingdom-Manchester: Advertising and marketing services

OJ S 142/2014 26/07/2014

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: University Hospital of South Manchester NHS Foundation Trust

Postal address: International House, Ledson Road

Town: Manchester

Postal code: M23 9GP

Country: United Kingdom

For the attention of: Simon Mahomed

E-mail: simon.mahomed@uhsm.nhs.uk

Telephone: +44 1612915155

Additional information can be obtained from:

the abovementioned address

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

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address**I.2. Type of the contracting authority**

Body governed by public law

I.3. Main activity

Health

I.4. Contract award on behalf of other contracting authorities**Section II: Object of the contract**

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

Tender for Provision of Recruitment Marketing Services.

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

Supplies

Purchase

Main site or place of performance: Leadership Academy.

NUTS code UKE42 Leeds, UKD31 Greater Manchester South

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

Framework agreement with a single operator

Duration of the framework agreement

Duration in years: 3

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

The duties of the successful supplier will include the creation, delivery and maintenance of a brand and a range of materials to help the NHS Leadership Academy attract suitable numbers of appropriate candidates for our programmes.

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

The duties of the successful supplier will include the creation, delivery and maintenance of a brand and a range of materials to help the NHS Leadership Academy attract suitable numbers of appropriate candidates for our programmes.

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

Duration in months: 24 (from the award of the contract)

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

III.2. Conditions for participation

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

List and brief description of conditions: Suppliers Instructions how to express interest in this tender: 1. Register your company on the eSourcing portal (this is only required once) — Browse to the eSourcing Portal: <https://www.nhssourcing.co.uk> and click the link to register —

Accept the terms and conditions and click 'continue' — Enter your correct business and user details — Note the user-name you chose and click 'Save' when complete — You will shortly receive an email with your unique password (please keep this secure). 2. Express an interest in the tender — Login to the portal with the user-name/password — Click the 'PQQs / ITTs open to all suppliers' link. (These are pre-qualification questionnaires or invitations to tender open to any registered supplier) — Click on the relevant PQQ/ ITT to access the content. — Click the 'Express Interest' button at the top of the page. — This will move the PQQ /ITT into your 'My PQQs/ My ITTs' page. (This is a secure area reserved for your projects only) — You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ ITT Details' box 3. Responding to the tender — Click 'My Response' under 'PQQ/ ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) — You can now use the 'Messages' function to communicate with the buyer and seek any clarification — Note the deadline for completion, then follow the on-screen instructions to complete the PQQ/ ITT — There may be a mixture of on-line and off-line actions for you to perform (there is detailed on-line help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the on-line help, or contact the eTendering help desk.

III.2.2. Economic and financial ability

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

Accelerated restricted

Justification for the choice of accelerated procedure: To enable delivery of programme for the leadership and in preparation of migration programme.

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

Envisaged minimum number 3: and Maximum number 4

Objective criteria for choosing the limited number of candidates: See 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

IV.3. Administrative information

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

9100

IV.3.2. Previous publication concerning this procedure

no

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: 31.7.2014

Payable documents: no

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

4.8.2014 - 12:00

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

11.8.2014

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

Duration in months: 24 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 4.8.2014 - 12:00

Section VI: Complementary information

VI.1. Information about recurrence

VI.2. Information about European Union funds

VI.3. Additional information

The Contracting Authority intends to use an eTendering system in this procurement exercise and reserves the right to use a reverse auction.

VI.4. Procedures for review

VI.4.1. Review body

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

22.7.2014