



Supplement to the Official Journal of the European Union

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Contract notice

This notice is related to following:

- Directive 2014/24/EU
- Regulation (EU, Euratom) 2018/1046

Section I: Contracting authority

I.1) Name and addresses ¹ (please identify all contracting authorities responsible for the procedure)

Official name: University of Galway			National registration number: ²
Postal address:			
Town: Galway	NUTS code: IE	Postal code: D01 PF72	Country: Ireland
Contact person: Care of OGP			Telephone: +353 17738000
E-mail: support@ogp.gov.ie			Fax:
Internet address(es)			
Main address: (URL) https://www.etenders.gov.ie			
Address of the buyer profile: (URL) https://www.etenders.gov.ie			

I.2) Joint procurement

<input type="checkbox"/> The contract involves joint procurement, In the case of joint procurement involving different countries, state applicable national procurement law:
<input type="checkbox"/> The contract is awarded by a central purchasing body.

I.3) Communication

<input checked="" type="radio"/> The procurement documents are available for unrestricted and full direct access, free of charge, at: (URL) https://www.etenders.gov.ie
<input type="radio"/> Access to the procurement documents is restricted. Further information can be obtained at: (URL)
Additional information can be obtained from
<input checked="" type="radio"/> the abovementioned address
<input type="radio"/> another address: (please provide another address)
Tenders or requests to participate must be submitted
<input type="checkbox"/> electronically via: (URL)
<input checked="" type="radio"/> to the abovementioned address
<input type="radio"/> to the following address: (please provide another address)
<input type="checkbox"/> Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at: (URL)

I.4) Type of the contracting authority

<input type="radio"/> Ministry or any other national or federal authority, including their regional or local subdivisions	<input type="radio"/> Regional or local agency/office
<input type="radio"/> National or federal agency/office	<input checked="" type="radio"/> Body governed by public law
<input type="radio"/> Regional or local authority	<input type="radio"/> European institution/agency or international organisation
	<input type="radio"/> Other type:

I.5) Main activity

<input type="radio"/> General public services	<input type="radio"/> Housing and community amenities
<input type="radio"/> Defence	<input type="radio"/> Social protection
<input type="radio"/> Public order and safety	<input type="radio"/> Recreation, culture and religion
<input type="radio"/> Environment	<input checked="" type="radio"/> Education
<input type="radio"/> Economic and financial affairs	<input type="radio"/> Other activity:
<input type="radio"/> Health	

Section II: Object

II.1) Scope of the procurement

II.1.1) Title: Graphic Design and Web Design Services for University of Galway	Reference number: ² MMP075F
II.1.2) Main CPV code: 79822500 Supplementary VOC code: ^{1,2}	
II.1.3) Type of contract <input type="radio"/> Works <input type="radio"/> Supplies <input checked="" type="radio"/> Services	
II.1.4) Short description: University of Galway (the "Contracting Authority") is issuing this request for tenders ("RFT") for the provision of Graphic Design and Web Design Services. The Office of Government Procurement (the "OGP") is an office within the Department of Public Expenditure, National Development Plan Delivery and Reform tasked with sourcing goods and services on behalf of the public service. The OGP is assisting the Contracting Authority in the procurement of these services. (The Contracting Authority invites tenders ("Tenders") from economic operators ("Tenderers") for appointment to a multi-supplier framework agreement (the "Framework Agreement") for the provision of the services as described in Appendix 1 to this RFT (the "Services"). In summary, the Services comprise: High quality professional graphic design and web design services including the development of marketing communications and document design aimed at various target audiences. University of Galway has a particular responsibility in relation to the Irish language and design in Irish, and bi-lingual copy writing and design will be therefore be required. The Framework Agreement will be divided into two (2) Lots (each a "Lot") as described below. Each Lot will result in a separate framework agreement (each a "Framework Agreement"). * LOT 1: Graphic Design for Promotional Material and Digital Design * LOT 2: Web Design and Development	
II.1.5) Estimated total value Value excluding VAT: [2000000.00] Currency: EUR <i>(for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of the framework agreement or dynamic purchasing system)</i>	
II.1.6) Information about lots This contract is divided into lots <input checked="" type="radio"/> yes <input type="radio"/> no Tenders may be submitted for <input checked="" type="radio"/> all lots <input type="radio"/> maximum number of lots: <input type="radio"/> one lot only <input type="checkbox"/> Maximum number of lots that may be awarded to one tenderer: <input type="checkbox"/> The contracting authority reserves the right to award contracts combining the following lots or groups of lots:	

II.2) Description ¹ (1)

II.2.1) Title: ² Lot 1: Graphic Design for Promotional Material and Digital Design	Lot No: ² 1
II.2.2) Additional CPV code(s): ²	
Main CPV code: ¹ 72212224	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 79341000	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 79342200	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 79342000	Supplementary VOC code: ^{1,2}
II.2.3) Place of performance	
NUTS code: ¹ [IE]	Main site or place of performance:
II.2.4) Description of the procurement: University of Galway (the "Contracting Authority") is issuing this request for tenders ("RFT") for the provision of Graphic Design and Web Design Services. The Office of Government Procurement (the "OGP") is an office within the Department of Public Expenditure, National Development Plan Delivery and Reform tasked with sourcing goods and services on behalf of the public service. The OGP is assisting the Contracting Authority in the procurement of these services. (The Contracting Authority invites tenders ("Tenders") from economic operators ("Tenderers") for appointment to a multi-supplier framework agreement (the "Framework Agreement") for the provision of the services as described in Appendix 1 to this RFT (the "Services"). In summary, the Services comprise: High quality professional graphic design and web design services including the development of marketing communications and document design aimed at various target audiences. University of Galway has a particular responsibility in relation to the Irish language and design in Irish, and bi-lingual copy writing and design will be therefore be required. The Framework Agreement will be divided into two (2) Lots (each a "Lot") as described below. Each Lot will result in a separate framework agreement (each a "Framework Agreement"). * LOT 1: Graphic Design for Promotional Material and Digital Design * LOT 2: Web Design and Development <i>(nature and quantity of works, supplies or services or indication of needs and requirements)</i>	
II.2.5) Award criteria:	
<input checked="" type="radio"/> Criteria below	
<input checked="" type="checkbox"/> Quality criterion ^{1,2,20}	Weighting
Name	750
Quality	
<input checked="" type="radio"/> Cost criterion ^{1,20}	Weighting
Name	250
Price	
<input type="radio"/> Price ²¹ - Weighting:	
<input type="radio"/> 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: [1000000.00] Currency: EUR	
<i>(for framework agreements or dynamic purchasing systems - estimated total maximum value for the entire duration of this lot)</i>	
II.2.7) Duration of the contract, framework agreement or dynamic purchasing system	
Duration in months: 48 or Duration in days:	
or Start: (dd/mm/yyyy) / End: (dd/mm/yyyy)	
<input type="checkbox"/> This contract is subject to renewal	
Description of renewals:	
II.2.9) Information about the limits on the number of candidates to be invited (except in open procedures)	
Envisaged number of candidates:	
or Envisaged minimum number: / Maximum number: ²	
Objective criteria for choosing the limited number of candidates:	
II.2.10) Information about variants	
<input type="checkbox"/> Variants will be accepted	
II.2.11) Information about options	
Options <input type="radio"/> yes <input checked="" type="radio"/> no	
Description of options:	
II.2.12) Information about electronic catalogues	
<input type="checkbox"/> Tenders must be presented in the form of electronic catalogues or include an electronic catalogue	
II.2.13) Information about European Union funds	
The procurement is related to a project and/or programme financed by European Union funds <input type="radio"/> yes <input checked="" type="radio"/> no	
Identification of the project:	
II.2.14) Additional information:	

II.2) Description ¹ (2)

II.2.1) Title: ² Lot 2: Web Design and Development	Lot No: ² 2
II.2.2) Additional CPV code(s): ²	
Main CPV code: ¹ 72212224	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 79341000	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 79342200	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 79342000	Supplementary VOC code: ^{1,2}
II.2.3) Place of performance	
NUTS code: ¹ [IE]	Main site or place of performance:
II.2.4) Description of the procurement: University of Galway (the "Contracting Authority") is issuing this request for tenders ("RFT") for the provision of Graphic Design and Web Design Services. The Office of Government Procurement (the "OGP") is an office within the Department of Public Expenditure, National Development Plan Delivery and Reform tasked with sourcing goods and services on behalf of the public service. The OGP is assisting the Contracting Authority in the procurement of these services. (The Contracting Authority invites tenders ("Tenders") from economic operators ("Tenderers") for appointment to a multi-supplier framework agreement (the "Framework Agreement") for the provision of the services as described in Appendix 1 to this RFT (the "Services"). In summary, the Services comprise: High quality professional graphic design and web design services including the development of marketing communications and document design aimed at various target audiences. University of Galway has a particular responsibility in relation to the Irish language and design in Irish, and bi-lingual copy writing and design will be therefore be required. The Framework Agreement will be divided into two (2) Lots (each a "Lot") as described below. Each Lot will result in a separate framework agreement (each a "Framework Agreement"). * LOT 1: Graphic Design for Promotional Material and Digital Design * LOT 2: Web Design and Development (nature and quantity of works, supplies or services or indication of needs and requirements)	
II.2.5) Award criteria:	
<input checked="" type="radio"/> Criteria below	
<input checked="" type="checkbox"/> Quality criterion ^{1,2,20}	Weighting
Name	750
Quality	
<input checked="" type="radio"/> Cost criterion ^{1,20}	Weighting
Name	250
Price	
<input type="radio"/> Price ²¹ - Weighting:	
<input type="radio"/> 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: [1000000.00] Currency: EUR	
(for framework agreements or dynamic purchasing systems - estimated total maximum value for the entire duration of this lot)	
II.2.7) Duration of the contract, framework agreement or dynamic purchasing system	
Duration in months: 48 or Duration in days:	
or Start: (dd/mm/yyyy) / End: (dd/mm/yyyy)	
<input type="checkbox"/> This contract is subject to renewal	
Description of renewals:	
II.2.9) Information about the limits on the number of candidates to be invited (except in open procedures)	
Envisaged number of candidates:	
or Envisaged minimum number: / Maximum number: ²	
Objective criteria for choosing the limited number of candidates:	
II.2.10) Information about variants	
<input type="checkbox"/> Variants will be accepted	
II.2.11) Information about options	
Options <input type="radio"/> yes <input checked="" type="radio"/> no	
Description of options:	
II.2.12) Information about electronic catalogues	
<input type="checkbox"/> Tenders must be presented in the form of electronic catalogues or include an electronic catalogue	
II.2.13) Information about European Union funds	
The procurement is related to a project and/or programme financed by European Union funds <input type="radio"/> yes <input checked="" type="radio"/> no	
Identification of the project:	
II.2.14) Additional information:	

Section III: Legal, economic, financial and technical information

III.1) Conditions for participation

<p>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:</p>
<p>III.1.2) Economic and financial standing <input checked="" type="checkbox"/> Selection criteria as stated in the procurement documents List and brief description of selection criteria: Minimum level(s) of standards possibly required: ²</p>
<p>III.1.3) Technical and professional ability <input checked="" type="checkbox"/> Selection criteria as stated in the procurement documents List and brief description of selection criteria: Minimum level(s) of standards possibly required: ²</p>
<p>III.1.5) Information about reserved contracts ² <input type="checkbox"/> The contract is reserved to sheltered workshops and economic operators aiming at the social and professional integration of disabled or disadvantaged persons <input type="checkbox"/> The execution of the contract is restricted to the framework of sheltered employment programmes</p>

III.2) Conditions related to the contract ²

<p>III.2.1) Information about a particular profession (<i>only for service contracts</i>) <input type="checkbox"/> Execution of the service is reserved to a particular profession Reference to the relevant law, regulation or administrative provision:</p>
<p>III.2.2) Contract performance conditions: As stated within the Tender Documents.</p>
<p>III.2.3) Information about staff responsible for the performance of the contract <input checked="" type="checkbox"/> Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract</p>

Section IV: Procedure

IV.1) Description

<p>IV.1.1) Type of procedure</p> <p><input checked="" type="radio"/> Open procedure</p> <p style="padding-left: 20px;"><input type="checkbox"/> Accelerated procedure Justification:</p> <p><input type="radio"/> Restricted procedure</p> <p style="padding-left: 20px;"><input type="checkbox"/> Accelerated procedure Justification:</p> <p><input type="radio"/> Competitive procedure with negotiation</p> <p style="padding-left: 20px;"><input type="checkbox"/> Accelerated procedure Justification:</p> <p><input type="radio"/> Competitive dialogue</p> <p><input type="radio"/> Innovation partnership</p>
<p>IV.1.3) Information about a framework agreement or a dynamic purchasing system</p> <p><input checked="" type="checkbox"/> The procurement involves the establishment of a framework agreement</p> <p style="padding-left: 20px;"><input type="radio"/> Framework agreement with a single operator</p> <p style="padding-left: 20px;"><input checked="" type="radio"/> Framework agreement with several operators Envisaged maximum number of participants to the framework agreement: ² 6</p> <p><input type="checkbox"/> The procurement involves the setting up of a dynamic purchasing system</p> <p style="padding-left: 20px;"><input type="checkbox"/> The dynamic purchasing system might be used by additional purchasers</p> <p>In the case of framework agreements, provide justification for any duration exceeding 4 years:</p>
<p>IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue</p> <p><input type="checkbox"/> Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated</p>
<p>IV.1.5) Information about negotiation (only for competitive procedures with negotiation)</p> <p><input type="checkbox"/> The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations</p>
<p>IV.1.6) Information about electronic auction</p> <p><input type="checkbox"/> An electronic auction will be used</p> <p>Additional information about electronic auction:</p>
<p>IV.1.8) Information about the Government Procurement Agreement (GPA)</p> <p>The procurement is covered by the Government Procurement Agreement <input checked="" type="radio"/> yes <input type="radio"/> no</p>

IV.2) Administrative information

<p>IV.2.1) Previous publication concerning this procedure ²</p> <p>Notice number in the OJ S:</p> <p><i>(One of the following: Prior information notice; Notice on a buyer profile)</i></p>
<p>IV.2.2) Time limit for receipt of tenders or requests to participate</p> <p>Date: (dd/mm/yyyy) 20/11/2023 Local time: (hh:mm) 12:00</p>
<p>IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates ⁴</p> <p>Date: (dd/mm/yyyy)</p>
<p>IV.2.4) Languages in which tenders or requests to participate may be submitted: ¹ [EN]</p>
<p>IV.2.6) Minimum time frame during which the tenderer must maintain the tender</p> <p>Tender must be valid until: (dd/mm/yyyy)</p> <p>or Duration in months: 12 (from the date stated for receipt of tender)</p>
<p>IV.2.7) Conditions for opening of tenders</p> <p>Date: (dd/mm/yyyy) 20/11/2023 Local time: (hh:mm) 12:30 Place:</p> <p>Information about authorised persons and opening procedure:</p>

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement yes no
 Estimated timing for further notices to be published: ²

VI.2) Information about electronic workflows

- Electronic ordering will be used
 Electronic invoicing will be accepted
 Electronic payment will be used

VI.3) Additional information ²

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VI.4) Procedures for review

VI.4.1) Review body

Official name: [High Court of Ireland](#)

Postal address:

Town: [Dublin](#)

Postal code:

Country: [Ireland](#)

E-mail:

Telephone:

Internet address: *(URL)*

Fax:

VI.4.2) Body responsible for mediation procedures ²

Official name:

Postal address:

Town:

Postal code:

Country:

E-mail:

Telephone:

Internet address: *(URL)*

Fax:

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures:

VI.4.4) Service from which information about the review procedure may be obtained ²

Official name:

Postal address:

Town:

Postal code:

Country:

E-mail:

Telephone:

Internet address: *(URL)*

Fax:

VI.5) Date of dispatch of this notice: *(dd/mm/yyyy)* [09/10/2023](#)

It is the contracting authority's/contracting entity's responsibility to ensure compliance with European Union law and any applicable laws.

¹ please repeat as many times as needed

² if applicable

⁴ if this information is known

²⁰ importance may be given instead of weighting

²¹ importance may be given instead of weighting; if price is the only award criterion, weighting is not used