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Contract

DfE - InterTradelreland - Event Management Services

InterTradelreland

F03: Contract award notice

Notice identifier: 2022/S 000-000162

Procurement identifier (OCID): ocids-h6vhtk-02ebee

Published 5 January 2022, 10:45am

Section I: Contracting authority

I.1) Name and addresses

InterTradelreland

InterTradelreland, Kilmorey Street

Newry

BT34 2DE

Email

SSDAdmin.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://intertradeireland.com/>

Buyer's address

<https://etendersni.gov.uk/epps>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

DfE - InterTradelreland - Event Management Services

Reference number

ID 3528254

II.1.2) Main CPV code

- 79951000 - Seminar organisation services

II.1.3) Type of contract

Services

II.1.4) Short description

InterTradelreland requires a Contractor(s) to provide event management and public relations services and to support the delivery of its programme of events in both Northern Ireland and the Republic of Ireland. This Contract will be subdivided into two lots: Lot 1 – Delivery of Physical and Virtual / Hybrid Events in Ireland and Lot 2 – Delivery of Physical and Virtual / Hybrid Events in Northern Ireland.

II.1.6) Information about lots

This contract is divided into lots: Yes

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £1,100,000

II.2) Description

II.2.1) Title

Lot 1 – Delivery of physical and virtual events in Republic of Ireland

Lot No

1

II.2.2) Additional CPV code(s)

- 79950000 - Exhibition, fair and congress organisation services
- 79952000 - Event services
- 79956000 - Fair and exhibition organisation services

II.2.3) Place of performance

NUTS codes

- UKN0 - Northern Ireland

II.2.4) Description of the procurement

InterTradelreland requires a Contractor(s) to provide event management and public relations services and to support the delivery of its programme of events in both Northern Ireland and the Republic of Ireland. This Contract will be subdivided into two lots: Lot 1 – Delivery of Physical and Virtual / Hybrid Events in Ireland and Lot 2 – Delivery of Physical and Virtual / Hybrid Events in Northern Ireland.

II.2.5) Award criteria

Quality criterion - Name: AC1 - Event Director / Manager Experience / Weighting: 18

Quality criterion - Name: AC2 - Dedicated Event Delivery Team Experience / Weighting: 18

Quality criterion - Name: AC3 - Proposed Methodology / Weighting: 21

Quality criterion - Name: AC4 - Monitoring Arrangements / Weighting: 3

Cost criterion - Name: AC5 - Total Contract Price / Weighting: 40

II.2.11) Information about options

Options: Yes

Description of options

After the initial contract period, there are two options to extend the contract by up to one year each.

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

Lot 2 – Delivery of physical and virtual events in Northern Ireland

Lot No

2

II.2.2) Additional CPV code(s)

- 79950000 - Exhibition, fair and congress organisation services
- 79952000 - Event services
- 79956000 - Fair and exhibition organisation services

II.2.3) Place of performance

NUTS codes

- UKN0 - Northern Ireland

II.2.4) Description of the procurement

InterTradelreland requires a Contractor(s) to provide event management and public relations services and to support the delivery of its programme of events in both Northern

Ireland and the Republic of Ireland. This Contract will be subdivided into two lots: Lot 1 – Delivery of Physical and Virtual / Hybrid Events in Ireland and Lot 2 – Delivery of Physical and Virtual / Hybrid Events in Northern Ireland.

II.2.5) Award criteria

Quality criterion - Name: AC1 - Event Director / Manager Experience / Weighting: 18

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Quality criterion - Name: AC3 - Proposed Methodology / Weighting: 21

Quality criterion - Name: AC4 - Monitoring Arrangements / Weighting: 3

Cost criterion - Name: AC5 - Total Contract Price / Weighting: 40

II.2.11) Information about options

Options: Yes

Description of options

After the initial contract period, there are two options to extend the contract by up to one year each.

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 IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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.2.1) Previous publication concerning this procedure

Notice number: [2021/S 000-025729](#)

Section V. Award of contract

Contract No

1

Lot No

1

Title

Lot 1 – Delivery of physical and virtual events in Republic of Ireland

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

4 January 2022

V.2.2) Information about tenders

Number of tenders received: 3

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

MORROW COMMUNICATIONS LTD

Hanwood House

HOLYWOOD

BT18 9JQ

Email

info@morrowcommunications.com

Telephone

+44 02890393837

Country

United Kingdom

NUTS code

- UK - United Kingdom

Internet address

<https://etendersni.gov.uk/epps>

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £725,000

Total value of the contract/lot: £725,000

Section V. Award of contract

Contract No

2

Lot No

2

Title

Lot 2 – Delivery of physical and virtual events in Northern Ireland

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

4 January 2022

V.2.2) Information about tenders

Number of tenders received: 3

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

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NUTS code

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Internet address

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The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £375,000

Total value of the contract/lot: £375,000

Section VI. Complementary information

VI.3) Additional information

Contract Monitoring. The successful contractor's performance on the contract will be regularly monitored in line with PGN 01/12. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a Certificate of Unsatisfactory Performance and the contract may be terminated. The issue of a Certificate of Unsatisfactory Performance will result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of twelve months from the date of issue of the certificate.

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

Belfast

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD complied with the Public Contracts Regulations 2015 (as amended) and incorporated a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract was communicated to tenderers. That notification provided full information on the award decision. This provided time for the unsuccessful tenderers to challenge the award decision before the contract was entered into.