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Tender

## **SUPPLY AND INSTALLATION OF A WEBCASTING AND ASSOCIATED SERVICES SYSTEM**

West Midlands Combined Authority

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-001105

Procurement identifier (OCID): ocds-h6vhtk-058246 ([view related notices](#))

Published 7 January 2026, 2:09pm

### **Scope**

### **Reference**

PRT-LGSERV-ESG-2025-0008

### **Description**

West Midlands Combined Authority (WMCA) is currently reviewing its on-site facilities for the delivery and management of public meetings to improve accessibility for members, and visibility to the public, in advance of proposed legislative changes to meeting protocols, as directed by the UK Government's recent consultation on remote attendance and proxy voting in local government. The main room will seat up to 43 people, with an adjacent public viewing area for 10 additional people.

WMCA are looking to secure the supply and installation of a webcasting solution with works to be completed by 31st May 2026 to coincide with the start of the 2026/27 municipal year.

### **Total value (estimated)**

- £255,000 excluding VAT
- £306,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 30 April 2026 to 29 April 2029
- Possible extension to 29 April 2031
- 5 years

Description of possible extension:

2 x 12 month optional extension periods

### **Main procurement category**

Goods

### **CPV classifications**

- 30237240 - Web camera
- 48219000 - Miscellaneous networking software package
- 32321200 - Audio-visual equipment

### **Contract locations**

- UK - United Kingdom

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## **Submission**

### **Enquiry deadline**

22 January 2026, 12:00pm

### **Submission type**

Tenders

### **Tender submission deadline**

3 February 2026, 3:00pm

### **Submission address and any special instructions**

In order to access the tender documents and submit your bid, please do so through BravoSolutions (The WMCA's e-tendering portal) which can be located via this link - <https://wmca.bravosolution.co.uk>.

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

**Award decision date (estimated)**

13 April 2026

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**Award criteria**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Technical/ Quality assessment	Suppliers will be asked to submit responses to 6 questions, of which the total scores amount to a maximum of 50%. Criteria include: -Technical Design - Maintenance and Support - Software - Accessibility, Equality, Diversity and Inclusion - Implementation - Hardware	Quality	50%
Commercial	Suppliers will be asked to submit responses to 6 questions, of which the total scores amount to a maximum of 50%. Criteria include: -Technical Design - Maintenance and Support - Software - Accessibility, Equality, Diversity and Inclusion - Implementation - Hardware	Price	30%

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Name	Description	Type	Weighting
Demonstration	Only the 3 bidders who have scored the highest within the technical/ quality assessment will be successful in being invited to the demonstration assesement. There are 3 scenarios - Hybrid meeting - Technical failure response - Data import and export	Quality	20%

## Other information

### Conflicts assessment prepared/revised

Yes

## Procedure

### Procedure type

Competitive flexible procedure

### Competitive flexible procedure description

Stage 1 - Preliminary Check- Verification that the submission is complete and compliant with the instructions in this Invitation to Tender.

Stage 2 -Procurement Specific Questionnaire (PSQ), Conditions of Participation Assessment (COP) and Financial Assessment Checks Pass and Fail review of Procurement Specific Questions and ensure the Supplier satisfies the criteria outlined in the Procurement Specific Questionnaire including Mandatory and Discretionary Exclusion Grounds. Those who fail any of the COP/ PSQ Questions, will not be taken through to the technical quality assessment. Suppliers will be notified at this point if they have passed/failed.

Stage 3 Technical Quality Assessment - Completion of independent quality evaluation by the Panel and Moderation.

Only the 3 highest scoring suppliers within the Technical Quality assessment will advance to stage 4. Suppliers will be notified at this point if they have been successful/ unsuccessful with feedback provided for those who are unsuccessful.

Minimum Scoring Threshold: The minimum quality requirement for this tender is to reach a Total Quality Mark equal to or above 50% of the total available quality marks of 50%. Therefore the minimum quality threshold for this tender is 25% and above. This Minimum Quality Threshold test will be applied to the Total Final Quality Score for each Supplier. The Authority reserve the right to amend the minimum quality threshold by a maximum of 5% (therefore amending to a potential of 20%), in the case that we do not have 3 bidders that successfully qualify for stage 4 demonstration assessment.

Those who do not meet the minimum scoring threshold, will not advance past Stage 3 of the Procurement process.

Stage 4 – Demonstration Assessment- Completion of face-to-face demonstrations for the 3 bidders who have scored the highest within the Technical Quality assessment. During this stage bidders will be asked to prepare a demonstration of their proposed system against 3 scenarios.

Stage 5 - Commercial (Price) Assessment - Assessment of Commercial submission.

Stage 6 - Total Score & Ranking - Final Quality Score and Commercial Score are combined and Bids ranked to identify the Most Advantageous Tender (MAT).

Stage 7 - Notification & Due Diligence - Notification of the tender outcome and due diligence checks completed with successful supplier prior to entering into contract.

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## Contracting authority

### West Midlands Combined Authority

- Public Procurement Organisation Number: PGMD-1353-PZVX

16 Summer Lane

Birmingham

B19 3SD

United Kingdom

Email: [procurement.team@wmca.org.uk](mailto:procurement.team@wmca.org.uk)

Website: <http://www.WMCA.org.uk>

Region: UKG31 - Birmingham

Organisation type: Public authority - sub-central government