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Contract

Event Management Framework

Highlands and Islands Enterprise
Inverness Campus Owners Association
Wave Energy Scotland Limited
Cairngorm Mountain (Scotland) Ltd
Orkney Research and Innovation Campus LLP

F03: Contract award notice

Notice identifier: 2023/S 000-002008

Procurement identifier (OCID): ocds-h6vhtk-0374e9

Published 23 January 2023, 1:34pm

Section I: Contracting authority

I.1) Name and addresses

Highlands and Islands Enterprise
An Lòchran, 10 Inverness Campus
Inverness
IV2 5NA

Email

hi procurement@hient.co.uk

Telephone

+44 1463245245

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

National registration number

313

Internet address(es)

Main address

<http://www.hie.co.uk>

Buyer's address

http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00313

I.1) Name and addresses

Inverness Campus Owners Association

C/O Highlands and Islands Enterprise, An Lòchran,

Inverness Campus, Inverness

IV2 5NA

Email

ICOA@hient.co.uk

Telephone

+44 1463245245

Country

United Kingdom

NUTS code

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Internet address(es)

Main address

<https://www.invernesscampus.co.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA23323

I.1) Name and addresses

Wave Energy Scotland Limited

An Lòchran, 10 Inverness Campus

Inverness

IV2 5NA

Email

wesprocurement@hient.co.uk

Telephone

+44 1463245245

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.waveenergyscotland.co.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA24283

I.1) Name and addresses

Cairngorm Mountain (Scotland) Ltd

Cairngorm Mountain, Cairngorm Ski Area

Aviemore

PH22 1RB

Email

info@caingormmountain.co.uk

Telephone

+44 1479861261

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

www.cairngormmountain.co.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30513

I.1) Name and addresses

Orkney Research and Innovation Campus LLP

The Robert Rendall Building, Franklin Road

Stromness

KW16 3AN

Email

facilitiesmanagement@orkneycampus.co.uk

Telephone

+44 7922426446

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.orkney.com/life/energy/oric>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30475

I.2) Information about joint procurement

The contract involves joint procurement

I.4) Type of the contracting authority

Regional or local Agency/Office

I.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Event Management Framework

Reference number

FTS020

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

HIE has awarded a multi-supplier Framework for Events Management to provide support for planning, managing and successfully running a wide range of digital, physical and hybrid events, or supporting internal event managers. This may include implementation of conferences, exhibitions, dinners and launch events. Most events will be in Scotland, but on occasion may be elsewhere in the UK or abroad.

II.1.6) Information about lots

This contract is divided into lots: No

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

Value excluding VAT: £500,000

II.2) Description

II.2.2) Additional CPV code(s)

- 79413000 - Marketing management consultancy services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The contract will be awarded under a Framework Agreement to approximately 3 suppliers and under this agreement, no minimum workload is guaranteed. Services will be agreed on an “as required” basis only.

It will also be available for call-off by any other Contracting Authority wholly or partly under the control of, or funded by HIE, at any point during the term of this Framework (subject to case-by-case approval by HIE). Other organisations entitled to benefit from the framework will enter into a direct framework agreement with the successful suppliers on the same terms and conditions as those applying between HIE and the suppliers.

The 4-year budget currently available to deliver this service is between GBP 450,000 and GBP 500,000 (excluding VAT).

II.2.5) Award criteria

Quality criterion - Name: Account Manager / Weighting: 10%

Quality criterion - Name: Delivery Team / Weighting: 15%

Quality criterion - Name: Quality Management / Weighting: 10%

Quality criterion - Name: Delivery of a mock event / Weighting: 10%

Quality criterion - Name: Risk Analysis / Weighting: 5%

Quality criterion - Name: Community Benefits / Weighting: 5%

Quality criterion - Name: Fair Work First / Weighting: 5%

Price - Weighting: 40%

II.2.11) Information about options

Options: Yes

Description of options

HIE may require the supplier to provide additional services. Any such modification shall be in terms of Regulation 72 of the Public Contracts (Scotland) Regulations 2015. See the Scope of Requirements for full details.

Such modifications may include:

- Changes to service requirements due to due to Covid-19 or any other pandemic or public health emergency. This may include events changing from delivery “in person” to online or hybrid
- Addition or removal of the number of potential events which increases or decreases the anticipated number of hours required
- Changes to HIE’s available budget to deliver these services
- Pricing will be based upon the rates submitted as part of the Framework bid

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

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: [2022/S 000-028631](#)

Section V. Award of contract

Contract No

FTS020

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

20 December 2022

V.2.2) Information about tenders

Number of tenders received: 5

Number of tenders received from SMEs: 5

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

Number of tenders received from tenderers from non-EU Member States: 5

Number of tenders received by electronic means: 5

The contract has been awarded to a group of economic operators: Yes

V.2.3) Name and address of the contractor

Dynam Limited

Wester Inshes Farmhouse

Inverness

IV2 5BG

Country

United Kingdom

NUTS code

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

The contractor is an SME

Yes

V.2.3) Name and address of the contractor

Cameron Presentations Limited

Burnfield Road

Giffnock

G46 7TH

Country

United Kingdom

NUTS code

- UKM8 - West Central Scotland

The contractor is an SME

Yes

V.2.3) Name and address of the contractor

Speakeasy Productions Limited

1a Shandon Crescent

Edinburgh

EH11 1QE

Country

United Kingdom

NUTS code

- UKM75 - Edinburgh, City of

The contractor is an SME

Yes

V.2.3) Name and address of the contractor

Lux Events Ltd

41 Craighouse Gardens

Edinburgh

EH10 5LR

Country

United Kingdom

NUTS code

- UKM75 - Edinburgh, City of

The contractor is an SME

Yes

V.2.3) Name and address of the contractor

Bright Green Events Limited

8 Douglas Street

Hamilton

ML3 0BP

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

Yes

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

Total value of the contract/lot: £500,000

Section VI. Complementary information

VI.3) Additional information

The tender process for the Award of this Framework is now complete.

(SC Ref:715893)

VI.4) Procedures for review

VI.4.1) Review body

Inverness Sheriff Court and Justice of the Peace Court

The Inverness Justice Centre, Longman Road

Inverness

IV1 1AH

Email

inverness@scotcourts.gov.uk

Telephone

+44 1463230782

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/inverness-sheriff-court-and-justice-of-the-peace-court>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014 may bring proceedings in the Sheriff Court or the Court of Session.