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Tender

Provision of Event Management Solutions

The University of Central Lancashire

F02: Contract notice

Notice identifier: 2023/S 000-004348

Procurement identifier (OCID): ocds-h6vhtk-03a524

Published 13 February 2023, 12:31pm

Section I: Contracting authority

I.1) Name and addresses

The University of Central Lancashire

Preston

Email

nismail4@uclan.ac.uk

Country

United Kingdom

Region code

UKD - North West (England)

Internet address(es)

Main address

www.uclan.ac.uk

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://esourcing.uclan.ac.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://esourcing.uclan.ac.uk>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Event Management Solutions

Reference number

PST22-160

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

The University is procuring the supply, delivery and installation of Event Solutions. The University have a number of re-occurring events, such as Graduation, as well as ad-hoc events that take place throughout the year which require varying Event Solutions

Such events require the following:

- Stage
- Lighting
- Sound – Speakers / PA System
- Video – Live broadcasting of events, recording and post production
- Staffing

II.1.5) Estimated total value

Value excluding VAT: £1,200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKD - North West (England)

II.2.4) Description of the procurement

The University is procuring the supply, delivery and installation of Event Solutions. The University have a number of re-occurring events, such as Graduation, as well as ad-hoc events that take place throughout the year which require varying Event Solutions

Such events require the following:

- Stage
- Lighting
- Sound – Speakers / PA System

- Video – Live broadcasting of events, recording and post production
- Staffing

II.2.5) Award criteria

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: £1,200,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

It is estimated that the the contract will be re-advertised at the end of the contract duration of 5 years

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The contract is for an initial two years with an option to extend for 3 x 12 months

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.2.2) Time limit for receipt of tenders or requests to participate

Date

15 March 2023

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

15 March 2023

Local time

1:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: February 2028

VI.4) Procedures for review

VI.4.1) Review body

University of Central Lancashire

Preston

Country

United Kingdom