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Tender

## **CQC Exhibition Stand Build, Storage & Maintenance**

Care Quality Commission

F02: Contract notice

Notice identifier: 2023/S 000-005005

Procurement identifier (OCID): ocids-h6vhtk-03a6c2

Published 20 February 2023, 12:15pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Care Quality Commission

Citygate, Gallowgate

Newcastle upon Tyne

NE1 4PA

#### **Contact**

Commercial and Contracts Team

#### **Email**

[commercialcontracts@cqc.org.uk](mailto:commercialcontracts@cqc.org.uk)

#### **Telephone**

+44 3000616161

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.cqc.org.uk/>

Buyer's address

<https://www.cqc.org.uk/>

**I.3) Communication**

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

<https://health-family.force.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://health-family.force.com/s/Welcome>

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

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

<https://health-family.force.com/s/Welcome>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Health

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

CQC Exhibition Stand Build, Storage & Maintenance

Reference number

CQC EP&S 037

#### **II.1.2) Main CPV code**

- 79952000 - Event services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

We require a third-party stand contractor to:

- Store our exhibition stand, promotional material and some publications
- Maintain our exhibition stand
- Transport our stand to exhibitions and take back to storage facility
- Build and break down our exhibition stand at approx. 18 shows per year.

Due to the size and scale of the stand and the exhibitions programme, we are unable to do this ourselves.

#### **II.1.5) Estimated total value**

Value excluding VAT: £306,667

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 39154000 - Exhibition equipment
- 79340000 - Advertising and marketing services

- 50000000 - Repair and maintenance services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

The contractor will be required to build and break down the stand at circa 18 exhibitions / calendar year which are pre booked by CQC. The contractor's role is crucial to CQC delivering a successful exhibition programme which supports the organisation to meet its strategic obligations. The contractor is required to transport the stand to the show and then back to their storage facility where it needs to be stored securely, along with promotional material and CQC publications.

The contractor will be required to maintain (reporting any repairs required and cost to CQC) and store CQC's existing exhibition stand throughout the duration of the contract. The contract will involve the contractor liaising directly with all the different exhibition organisers to submit information regarding the build and break down by deadlines specified within online manuals (which the exhibition organisers provide).

Due to the size of the exhibitions programme, we exhibit at approx. 18 shows/year all across the country, and the size/scale of the stand (the stand is custom made and is very large, with various different parts including walling/shelving, overhead light curved section, iTab touchscreen stands, 3x large 6ft light boxes and reception desk, which all require specific tools, and expertise to put it together) we are therefore unable to do the above logistics ourselves.

The stand also requires electrical expertise to connect various stand items to the electrics, as well as the giant iTab to cabled internet.

The contractor will be required to build and break down the stand at circa 18 exhibitions / calendar year which are pre booked by CQC. The contractor's role is crucial to CQC delivering a successful exhibition programme which supports the organisation to meet its strategic obligations. The contractor is required to transport the stand to the show and then back to their storage facility where it needs to be stored securely, along with promotional material and CQC publications.

The contract will start from 1st August 2023 for initial 36 months with up to 12 month optional extension.

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

**II.2.6) Estimated value**

Value excluding VAT: £306,667

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

Start date

1 August 2023

End date

31 July 2027

This contract is subject to renewal

Yes

Description of renewals

Initial 3 year term with option to extend for up to 12 months for a total contract term of 48 months (including optional extensions)

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: No

**II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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## **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

22 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: 4 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

20 February 2023

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Next procurement due to commence in 2026

### **VI.3) Additional information**

The full specification of requirements is set out in the 'Invitation to Tender' pack available at CQC's e-sourcing portal Atamis:

To express interest and participate in the tender, please register and apply via Atamis e-sourcing portal:

<https://health-family.force.com/s/Welcome>

All questions or clarifications in relation to this procurement must be submitted via Atamis sourcing portal and will not be accepted by any other means.

Should Tenderers have any queries, or are having problems using the portal, they should contact the Helpdesk at:

Phone: 0800 9956035

E-mail: [support-health@atamis.co.uk](mailto:support-health@atamis.co.uk)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High Court (Technology and Construction Court)

Rolls Building, Fetter Lane

London

EC4A 1NL

Country

United Kingdom

Internet address

<https://www.gov.uk/courts-tribunals/technology-and-construction-court>