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Contract

Provision of Audio Visual (AV) services for Scottish Ministers

Scottish Government

F03: Contract award notice

Notice identifier: 2022/S 000-005147

Procurement identifier (OCID): ocds-h6vhtk-02da37

Published 24 February 2022, 1:15pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Email

Paul.packett@gov.scot

Telephone

+44 1412420133

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.scotland.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Audio Visual (AV) services for Scottish Ministers

Reference number

530819

II.1.2) Main CPV code

- 72222300 - Information technology services

II.1.3) Type of contract

Services

II.1.4) Short description

Scottish Government regularly holds events for which a professional and reliable Audio Visual (AV) provision of service is required. Requirements for individual events are dependent on a range of factors including: location, strategic outcomes and scale of the event.

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: £400,000

II.2) Description

II.2.2) Additional CPV code(s)

- 79342000 - Marketing services
- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Scottish Government regularly holds events for which a professional and reliable Audio Visual (AV) provision of service is required. Requirements for individual events are dependent on a range of factors including: location, strategic outcomes and scale of the event.

The Service Provider shall apply professional knowledge and experienced gained within the AV industry to develop a high understanding in relation to the AV needs of each individual event.

The Service Provider shall call upon this knowledge and experience to identify and bring innovative and constructive remedies and solutions to adapt to a wide range of evolving known and unknown scenarios. The Service Provider shall employ risk management methods and shall share these with the Visits and Events Team to build assurance and confidence into the relationship.

II.2.5) Award criteria

Quality criterion - Name: technical / Weighting: 70

Price - Weighting: 30

II.2.11) Information about options

Options: Yes

Description of options

There will an option for two 12 month extensions available

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.1.8) 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 000-021191](#)

Section V. Award of contract

Contract No

530819

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

9 February 2022

V.2.2) Information about tenders

Number of tenders received: 1

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: 1

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

V.2.3) Name and address of the contractor

Vision Events

16 Dryden Road , Bilston Industrial Estate

Edinburgh

EH20 9LZ

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

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

Total value of the contract/lot: £400,000

Section VI. Complementary information

VI.3) Additional information

SPD will be scored on a pass/fail basis.

Requirement not suitable for lotting.

Statement for 4B.5

It is a requirement of this contract that bidders hold or can commit to obtain prior to the commencement of any subsequently awarded contract, the types of insurance indicated below:

Employer's (compulsory) liability insurance = 5 000 000 GBP.

Public liability insurance = 1 000 000 GBP.

Professional indemnity insurance = 1 000 000 GBP.

4C.1, please include examples of your experience in dealing with similar types of services as detailed in the specification

The contract award criteria will be price 30%/quality 70%.

Question scoring methodology for award criteria outlined in Invitation to Tender:

0 = Unacceptable. Nil or inadequate response. Fails to demonstrate an ability to meet the requirement

1 = Poor. Response is partially relevant but generally poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 = Acceptable. Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 = Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

4 = Excellent. Response is completely relevant and excellent overall. The response is

comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.

Bidders must complete the SPD (Scotland) to demonstrate adherence to the exclusion and selection criteria for this procurement. If there are named subcontractors/technicians upon which the bidder will rely to meet the selection criteria, these named parties must complete and reattach the SPD Supplier Response Form attached to SPD questions 2C.1.1(Reliance on the capacity of others) and 2D.1.2 (Subcontractors) on PCS-T.

These parties must complete the first 3 sections of the SPD form, as well as any part of the Section 4 selection criteria that the main bidder will rely upon the parties to fulfil. If parties have not yet been identified, this information may be required at a later date. Scottish Government reserves the right to request this information from relevant parties upon whom the main bidder will not rely to fulfil selection criteria.

4C.10 Bidders will be required to confirm whether they intend to sub-contract and if so, for what proportion of the contract.

(SC Ref:684385)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

Country

United Kingdom

Internet address

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