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Tender

The provision of Events Presentation Services for the 2023 UCI Cycling World Championships (Glasgow Activities)

Glasgow Life (Culture & Sport Glasgow)

F02: Contract notice

Notice identifier: 2023/S 000-005319

Procurement identifier (OCID): ocds-h6vhtk-03a787

Published 22 February 2023, 2:38pm

Section I: Contracting authority

I.1) Name and addresses

Glasgow Life (Culture & Sport Glasgow)

38 Albion Street

Glasgow

G1 1LH

Email

sandra.maclennan@glasgowlife.org.uk

Telephone

+44 7407792923

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

www.glasgowlife.org.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10287

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The provision of Events Presentation Services for the 2023 UCI Cycling World Championships (Glasgow Activities)

Reference number

GLUCI004

II.1.2) Main CPV code

- 92621000 - Sports-event promotion services

II.1.3) Type of contract

Services

II.1.4) Short description

Glasgow Life are seeking to appoint a supplier that can deliver the Events Presentation for the 2023 UCI Cycling World Championships (Glasgow Activities) that will take place from the 03-13 August 2023.

II.1.5) Estimated total value

Value excluding VAT: £548,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 92621000 - Sports-event promotion services
- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Glasgow

II.2.4) Description of the procurement

Glasgow Life are seeking to appoint a supplier that can deliver the events presentation of the Glasgow Activities of the 2023 UCI Cycling World Championships that will take place from the 03-13 August 2023.

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: £548,000

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

Duration in months

4

This contract is subject to renewal

Yes

Description of renewals

Glasgow Life may extend the period of the contract at its discretion in the event of any postponement of the Championships.

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

Bidders must comply with the undernoted financial requirements in order to participate in the tendering process:-

There is a minimum financial requirement that affects trading performance, balance sheet strength. Financial requirements for trading performance and balance sheet strength should be calculated on the latest filed accounts with Companies House.

Trading Performance

An overall positive outcome on earnings before interest, taxes, depreciation and amortization (EBITDA) over a 3 year period. Exceptional items can be excluded from the calculation.

The above would be expressed in the ratio EBITDA/Turnover.

Balance Sheet Strength

Net worth of the organisation must be positive at the time of evaluation and the organisation must not be subject to an insolvency process. Intangibles can be included for purposes of the Total Assets figure.

The above would be expressed in the ratio Total Assets/Total Liabilities.

If an applicant is only required to file abbreviated accounts with Companies House, then in the event of the Company being successful in the procurement process, a full set of accounts will be required in order to verify the above ratios have been complied with.

An applicant should have no issues, with regard to statutory filing requirements with Companies House.

Applicants who have been trading for less than the 3 years noted above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading.

Applicants who do not comply with the above financial requirements but are part of a

Group, can provide a Parent Guarantee if the Parent Company satisfies the financial requirements stipulated above.

If the pandemic has had an adverse affect on the latest set of accounts filed with Companies House, Glasgow Life will take into account in determining financial suitability for the contract.

The above however, should not impinge on the financial viability of the Company, as defined by the ratios set out in the above financial requirements.

Glasgow Life reserves the right, at its own discretion, to seek such other information from the bidder in accordance with Regulation 61 (7) or Regulation 61(8) of the Public Contracts (Scotland) Regulations 2015 to prove the bidder's economic and financial standing

Minimum level(s) of standards possibly required

Employer's (Compulsory) Liability Insurance - 10 Million GDP

Public Liability Insurance at least - 5 Million GDP

Product Liability at least - 5 Million GDP

Professional Indemnity Insurance at least - 5 Million GDP

III.1.3) Technical and professional ability

List and brief description of selection criteria

Tenders must complete Question 4C1.2 2023 UCI Cycling World Championships Event Presentation Provider (Glasgow Activities) Technical & Professional Ability Document) of the Single Procurement Document (SPD).

The bidders response to this questionnaire will be evaluated in accordance with the scoring methodology set out within the procurement documents (See section 8 Evaluation Criteria of the Invitation to Tender).

Please note that the Invitation to Tender document can be found in the supplier's attachment area of the Public Contracts Scotland Tender website (PCS-T).

The section has a total available score of 100, with an available score of 33.33 attributed to each example. Glasgow Life expects that bidders should attain a total score of at least 64 of the available 100 points. Any bidder failing to achieve the minimum score may (at Glasgow Life's discretion) be excluded and the bidder will be notified accordingly. Please

note that where a bidder is excluded at this selection criteria stage, the bidder will not be evaluated under the evaluation criteria stage.

Minimum level(s) of standards possibly required

Bidders are required to provide 3 examples of a similar size or value within the last FIVE years, from either the public or private sector where your organisation has the relevant experience to deliver the scope of service. Your examples must include multi-venue environments; should outline your record of accomplishment in delivering solutions within tight budgets and timeframes, similar in scale and complexity to that outlined in the Scope of Services and should include but is not limited to all the following:

Relevant examples should indicate project value, brief description and contact details. Relevant examples should also demonstrate the experience that your company, and the skills and experience of the proposed team, have on projects of a similar scale and nature that is described in the Scope of Requirements.

Your response should address as a minimum, but is not limited to the following areas:-

- Please include where your organisation has designed and delivered Sport/Event presentations including the delivery of ceremonies across multi-sport events.
- The team's role in the delivery.
- Please tell us how your organisation delivered previous similar projects within budget and how you resolved problems and dealt with change.
- Lessons Learned

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

24 March 2023

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

24 March 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using Public Contracts Scotland Tenders (PCS-T) Website to conduct this Invitation to Tender exercise. The Project Code is 23360

Bidders can access the tender documents on Public Contracts Scotland Tender at <https://www.publiccontractsscotlandtenders.gov.uk>

Clarification and Responses - Bidders must submit any clarification questions through the PCS-T website. Please ensure that you allow sufficient time for uploading your responses to avoid any last minute problem.

For more information see:

<https://www.publiccontractsscotland.gov.uk/info/infocentre.aspx?ID=1361&Type=1403&Path=1403>.

Right to Extend - Glasgow Life currently anticipates that the Contract will be awarded for an initial period of 4 months, with a right to extend that period at its discretion in the event of any postponement of the Championships.

Community benefits are included in this requirement. For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community Benefits will be contained within the Procurement Documents.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 48197.

For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:716324)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court and Justice of Peace Court

1 Carlton Place

Glasgow

G5 9DA

Email

glasgow@scotscourt.gov.uk

Telephone

+44 1414298888

Country

United Kingdom

Internet address

www.scotscourts.gov.uk