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Planning

## **Catering and Banqueting Services**

The Queen Elizabeth II Conference Centre

F01: Prior information notice

Reducing time limits for receipt of tenders

Notice identifier: 2024/S 000-005840

Procurement identifier (OCID): ocids-h6vhtk-043c39

Published 22 February 2024, 3:54pm

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

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

The Queen Elizabeth II Conference Centre

The QEII Conference Centre, Broad Sanctuary

LONDON

SW1P3EE

#### **Contact**

Jonathan Davies

#### **Email**

[jonathan.davies@qeicentre.london](mailto:jonathan.davies@qeicentre.london)

#### **Telephone**

+44 7971952016

#### **Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

<https://qeicentre.london/>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

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

Ministry or any other national or federal authority

**I.5) Main activity**

Other activity

Conference Venue

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## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

Catering and Banqueting Services

#### II.1.2) Main CPV code

- 55520000 - Catering services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The QEII Centre is seeking to re-procure its catering and banqueting services during the spring of 2024. Expressions of interest are sought from suitably qualified and experienced companies who wish to receive the procurement documentation when it is ready for release. Prospective tenderers may register a preliminary interest here:

<https://forms.office.com/e/4Av4Vw6z0D>

#### II.1.5) Estimated total value

Value excluding VAT: £4,500,000

#### II.1.6) Information about lots

This contract is divided into lots: No

### II.2) Description

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

- 55520000 - Catering services

#### II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

QEII Conference Centre, Broad Sanctuary, London SW1 3EE

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

QEII CC offers event organisers 29 extremely versatile conference, event and banqueting spaces across seven floors with the capacity to accommodate up to 2,500 people simultaneously.

These facilities include:

- ? A single plenary room for up to 1,300 people
- ? Over 2,000m<sup>2</sup> of exhibition space on one floor
- ? Four large conference rooms with capacity for over 300
- ? Smaller rooms, offices
- ? Speakers' lounges
- ? Permanent state of the art audio visual infrastructure
- ? Designated catering areas.

The catering and banqueting service is an integral part of the QEII Centre as a prestige international conference venue.

#### **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: £4,500,000

#### **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

The QEII Centre at its discretion may seek to renew the catering and banqueting contract after a period not exceeding five years.

### **II.2.11) Information about options**

Options: Yes

### **II.3) Estimated date of publication of contract notice**

1 June 2024

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

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

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Organisations who are interested in expressing an interest should note: the contract value (approx. £4.5M), concession royalty payment model and the size of the catering and banqueting service in the Centre is such that it is unsuitable for bidders who do not have experience and expertise in delivering on a large scale in prestige conference venues or similar facilities.

Some capital investment for equipment and service delivery items may also be required.

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

Minimum level(s) of standards possibly required

Experience of providing catering and banqueting services in a prestige conference, or similar venue to the QEII Conference Centre.

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

Minimum level(s) of standards possibly required

Experience of providing catering and banqueting services in a prestige conference, or similar venue to the QEII Conference Centre.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.5) Scheduled date for start of award procedures**

1 October 2024

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## **Section VI. Complementary information**

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

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

QEll Conference Centre

London

SW1 3EE

Country

United Kingdom