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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@qeiicentre.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

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 2,000m² 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

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.

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

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

QEII Conference Centre

London

SW1 3EE

Country

United Kingdom