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Tender

# **FRAMEWORK FOR MULTI-LOTS EVENTS MANAGEMENT AND RELATED SERVICES FOR THE BRITISH HIGH COMMISSION ACCRA**

Foreign Commonwealth and Development Office

F02: Contract notice

Notice identifier: 2023/S 000-005932

Procurement identifier (OCID): ocds-h6vhtk-03ad13

Published 1 March 2023, 7:22am

## **Section I: Contracting authority**

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

Foreign Commonwealth and Development Office

King Charles Street

London

SW1A 2AH

#### **Email**

[thabang.mokoena@fco.gov.uk](mailto:thabang.mokoena@fco.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

## **Internet address(es)**

Main address

<https://fcdo.bravosolution.co.uk>

## **I.3) Communication**

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

<https://fcdo.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://fcdo.bravosolution.co.uk>

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**

General public services

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## **Section II: Object**

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

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

FRAMEWORK FOR MULTI-LOTS EVENTS MANAGEMENT AND RELATED SERVICES FOR THE BRITISH HIGH COMMISSION ACCRA

Reference number

CPH/8691/2023

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

- 79952000 - Event services

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

Services

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

FRAMEWORK FOR MULTI-LOTS EVENTS MANAGEMENT AND RELATED SERVICES FOR THE BRITISH HIGH COMMISSION ACCRA

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

#### **II.2.1) Title**

Events Management and Delivery, including Audio Visuals (AV) Equipment, Services Design and Integration

Lot No

1

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

- 79952000 - Event services

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

NUTS codes

- GH - Ghana

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

Events Management and Delivery, including Audio Visuals (AV) Equipment, Services Design and Integration

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 June 2023

End date

31 May 2024

This contract is subject to renewal

Yes

Description of renewals

1+1 year

### **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

## **II.2) Description**

### **II.2.1) Title**

Print Production

Lot No

2

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

- 22100000 - Printed books, brochures and leaflets

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

NUTS codes

- GH - Ghana

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

Print Production

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 June 2023

End date

31 May 2024

This contract is subject to renewal

Yes

Description of renewals

1+1 years

#### **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

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

#### **II.2.1) Title**

Lot No

3

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

- 92300000 - Entertainment services

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

NUTS codes

- GH - Ghana

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

Entertainment Services

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 June 2023

End date

31 May 2024

This contract is subject to renewal

Yes

Description of renewals

1 + 1 years

### **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

## **II.2) Description**

### **II.2.1) Title**

Lot No

4

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

- 55520000 - Catering services

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

NUTS codes

- GH - Ghana

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

Catering service for events

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 June 2023

End date

31 May 2024

This contract is subject to renewal

Yes

Description of renewals

1+1 years

### **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

## **II.2) Description**

### **II.2.1) Title**

Guest Invitation Management

Lot No

5

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

- 79952000 - Event services

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

NUTS codes

- GH - Ghana

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

Guest Invitation Management

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 June 2023

End date

31 May 2024

This contract is subject to renewal

Yes

Description of renewals

1+1 years

### **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

## **II.2) Description**

### **II.2.1) Title**

Virtual Events and Webinars

Lot No

6

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

- 79952000 - Event services

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

NUTS codes

- GH - Ghana

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

Virtual Events and Webinars

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 June 2023

End date

31 May 2024

This contract is subject to renewal

Yes

Description of renewals

1+1 years

**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 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: No

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

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

28 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

29 March 2023

Local time

3:00pm

## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 3 YEARS

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

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

FCDO

London

Country

United Kingdom