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Tender

## Complete exhibitor packages

JISC

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-006057

Procurement identifier (OCID): ocds-h6vhtk-0590ee ([view related notices](#))

Published 23 January 2026, 10:10am

## Scope

## Reference

Proc3018

## Description

We are inviting proposals from experienced suppliers to deliver high-quality exhibitor stands for Jisc's key events.

Suppliers must demonstrate the ability to provide cost-effective solutions that meet industry standards and incorporate sustainability principles. Collaboration is essential as the successful supplier will work closely with Jisc and our associated partners to ensure seamless delivery.

Jisc's events team operates within tight timelines to deliver premium, high-impact events. These events vary in scale and scope, each with distinct expectations and requirements, demanding flexibility and attention to detail from our chosen supplier(s).

## **Commercial tool**

Establishes a framework

### **Total value (estimated)**

- £456,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 June 2026 to 31 May 2028
- Possible extension to 31 May 2030
- 4 years

Description of possible extension:

contract term 2+1+1 years (2 year extension option)

### **Main procurement category**

Goods

### **CPV classifications**

- 39154100 - Exhibition stands

### **Contract locations**

- UK - United Kingdom

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## Framework

### Maximum number of suppliers

3

### Maximum percentage fee charged to suppliers

0%

### Framework operation description

Jisc's intention is to award this contract to a maximum of three suppliers. The framework is a mechanism for awarding contracts on an event-by-event basis.

The highest-scoring bidder will be designated as the preferred supplier for the framework. Direct awards may be made to the preferred supplier without a competitive process, regardless of contract value.

Further information about how the framework will operate can be found in Appendix 5 Framework operation.

### Award method when using the framework

Either with or without competition

## **Contracting authorities that may use the framework**

Establishing party only

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## **Submission**

### **Enquiry deadline**

6 February 2026, 5:00pm

### **Submission type**

Tenders

### **Tender submission deadline**

20 February 2026, 12:00pm

### **Submission address and any special instructions**

The tender documents can be accessed via the Jisc e-tendering portal:

<https://uk.eu-supply.com/login.asp?B=JISC>

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

### **Award decision date (estimated)**

11 May 2026

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### **Award criteria**

<b>Name</b>	<b>Type</b>	<b>Weighting</b>
Competency and experience	Quality	55%
Pricing	Price	35%
User engagement	Quality	10%

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### **Other information**

#### **Conflicts assessment prepared/revised**

Yes

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### **Procedure**

#### **Procedure type**

Competitive flexible procedure

#### **Competitive flexible procedure description**

The first step within Stage 1 will be a completeness check. A complete bid is one which has been received by the deadline for submission of tenders, is complete and complies with the requirements of this ITT. Clarification and further information may be sought from bidders in order to determine if a bid is complete; Bidders must respond promptly and within any timeframe specified by the Contracting Authority and failure to provide sufficient clarification or information within the required timeframe may result in the bid being deemed incomplete and disqualified from further consideration. Additionally, any bid received after the submission deadline will be rejected.

At the second step, the Contracting Authority will exclude any bidder that is an Excluded Supplier and reserves the right to exclude any bidder that is an Excludable Supplier - see Section 4.2.

At the third step, the Contracting Authority will check that each bid satisfies the conditions of participation which are all pass/fail criteria set out in this ITT. Only bidders that pass Stage 1 will proceed to Stage 2.

Stage 2 - Competency and experience (written responses)

Stage 2 of the procurement process will consist of the evaluation of the technical requirements questionnaire set (Part 3 document Core requirements section of the ITT).

For this stage, scores will be based on the technical questionnaire requirements written responses and pricing only.

The Contracting Authority will be looking to take through a maximum of five (5)

suppliers to Stage 3 but reserves the right to include further suppliers if they score within 5% points of the fifth highest scoring supplier. All other bidders who score less than the top five (5) highest scoring bidders will not advance to stage 3 and will be notified by Jisc. If less than five bidders submit a bid, then all the bidders will advance to the final stage.

The Contracting Authority will provide Bidders with the results of weighted scores.

Stage 3 - User engagement (supplier meetings)

Stage 3 for the final bidders will involve a face-to-face (in-person) or virtual meeting.

The Part 5 document will only be released to bidders who advance to the final (third) stage of the tender evaluation process, ahead of the scheduled meeting.

Written/ prepared answers are not required. The evaluation panel will meet and evaluate the bidder as per Part 1, Section 4.5.

The purpose of the stage is to experience and assess the bidders' user engagement abilities and qualities. Bidders will be assessed on their verbal response to questions posed. The process will be documented.

Dates have been included for availability response in Part 3.

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## Contracting authority

- Companies House: 05747339
- Public Procurement Organisation Number: PGYD-1575-ZHXX

4 Portwall Lane

Bristol

BS1 6NB

United Kingdom

Email: [procurement@jisc.ac.uk](mailto:procurement@jisc.ac.uk)

Website: <http://www.jisc.ac.uk/>

Region: UKK11 - Bristol, City of

Organisation type: Public authority - sub-central government