

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/007486-2022>

Tender

## **Provision of a Professional Conference Organiser for the Delivery of One Young World, Belfast 2023**

Belfast City Council

F02: Contract notice

Notice identifier: 2022/S 000-007486

Procurement identifier (OCID): ocids-h6vhtk-0323d8

Published 18 March 2022, 10:44pm

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

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

Belfast City Council

9 - 21 Adelaide Street

Belfast

BT2 8DJ

#### **Email**

[crothersr@belfastcity.gov.uk](mailto:crothersr@belfastcity.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKN06 - Belfast

#### **Internet address(es)**

Main address

<http://www.belfastcity.gov.uk>

### **I.3) Communication**

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

<http://www.e-sourcingni.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.e-sourcingni.bravosolution.co.uk>

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

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

Regional or local authority

### **I.5) Main activity**

General public services

---

## **Section II: Object**

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

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

Provision of a Professional Conference Organiser for the Delivery of One Young World, Belfast 2023

Reference number

T2210

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

- 79952000 - Event services

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

Services

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

Belfast City Council invites tenders from suitably qualified and experienced Contractors to work with Council's Culture & Tourism team, Visit Belfast, and One Young World to lead on the development and delivery of Belfast's responsibilities as host city to One Young World in 2023.

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

This contract is divided into lots: No

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

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

- 79952100 - Cultural event organisation services

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

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Belfast

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

Belfast City Council invites tenders from suitably qualified and experienced Contractors to work with Council's Culture & Tourism team, Visit Belfast, and One Young World to lead on the development and delivery of Belfast's responsibilities as host city to One Young World in 2023.

The purpose of the role will be to:

Purpose of successful contractor will be:

- To work with Belfast City Council, Visit Belfast, and One Young World to plan and deliver key responsibilities of the host city including opening and closing ceremony, counsellor dinner, night summit, social programme, and cultural programme elements.
- To work alongside the Professional Conference Organiser appointed to deliver One Young World led areas of responsibilities.
- To lead, manage and co-ordinate all host city elements of the programme and report into agreed management and governance structure in agreed areas and targets including programme, budget, operations, marketing, evaluation, sustainability, impact, and legacy.
- To develop and manage host city sponsorship strategy to deliver income and in-kind sponsorship from private sector partners to agreed targets.

#### **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: £250,000

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

Duration in months

20

This contract is subject to renewal

Yes

Description of renewals

The contract will be reviewed in December 2022 and, provided the successful Contractor has secured 50% of the total sponsorship required, will progress to the full 20 months .

#### **II.2.10) Information about variants**

Variants will be accepted: No

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

Options: Yes

Description of options

See tender documents.

#### **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.2.14) Additional information**

The successful contractor will be entitled to a maximum management fee (including all onsite staffing fees) of £250k, but will be responsible for managing the overall budget for the event. The overall budget will come from public funding (from Belfast City Council, the Northern Ireland Executive and private sponsorship with an approximate 50/50 split).

---

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

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

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

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

---

## **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

22 April 2022

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

22 April 2022

Local time

12:00pm

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

Royal Courts of Justice

Chichester Street

Belfast

BT1 3JY

Country

United Kingdom