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Tender

UCAS Exhibition Stands

University for the Creative Arts

F02: Contract notice

Notice identifier: 2023/S 000-007529

Procurement identifier (OCID): ocds-h6vhtk-03b308

Published 15 March 2023, 1:15pm

Section I: Contracting authority

I.1) Name and addresses

University for the Creative Arts

Falkner Road

Farnham

GU9 7DS

Contact

Adrian Powici

Email

adrian.powici@uca.ac.uk

Country

United Kingdom

NUTS code

UKJ25 - West Surrey

Internet address(es)

Main address

www.uca.ac.uk

I.3) Communication

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

<https://in-tendhost.co.uk/universityforthecreativearts/aspx/Tenders/Current>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/universityforthecreativearts/aspx/Tenders/Current>

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

UCAS Exhibition Stands

Reference number

UCA-028-REC-2023

II.1.2) Main CPV code

- 79340000 - Advertising and marketing services

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this procurement is to appoint a supplier to manufacture, store and transport Recruitment Stands to venues.

II.1.5) Estimated total value

Value excluding VAT: £550,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79340000 - Advertising and marketing services
- 79342000 - Marketing services

II.2.3) Place of performance

NUTS codes

- UKJ25 - West Surrey

Main site or place of performance

Various sites around the UK

II.2.4) Description of the procurement

Introduction and PurposeThe University for the Creative Arts (UCA) would like to invite suppliers to partake in a tender for support on the materials, installation and storage of new exhibition stands for recruitment fairs. The requirement consists of three areas -
• Printing / Materials
• Installation
• Storage
BackgroundThe University of the Creative Arts attends recruitment exhibitions across the UK. These are important events where UCA meets and interacts with prospective students. We are seeking to appoint one supplier

who can meet our requirements and ideally have a track record of delivering excellent service for similar events.

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £550,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

1 year extension option

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 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

N/A

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

N/A

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

17 April 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

17 April 2023

Local time

1:00pm

Place

Online

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

University for the Creative Arts

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GU9 7DS

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adrian.powici@uca.ac.uk

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