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Tender

Graduation AV (bought in event and production service)

Loughborough University

F02: Contract notice

Notice identifier: 2023/S 000-008412

Procurement identifier (OCID): ocds-h6vhtk-03b549

Published 22 March 2023, 7:05pm

Section I: Contracting authority

I.1) Name and addresses

Loughborough University

Epinal Way, Leicestershire

Loughborough

LE11 3TU

Email

A.Ellis@lboro.ac.uk

Telephone

+44 1509228186

Country

United Kingdom

Region code

UKF2 - Leicestershire, Rutland and Northamptonshire

Internet address(es)

Main address

<https://loughboroughuniversity.delta-esourcing.com/>

Buyer's address

www.lboro.ac.uk

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-Loughborough:-Event-services./9DASTY833R>

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

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Graduation AV (bought in event and production service)

Reference number

LU00771

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

The provision of bought in event and production services for graduation ceremonies at the Loughborough University campus for summer and winter graduations.

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKF22 - Leicestershire CC and Rutland

Main site or place of performance

Leicestershire CC and Rutland

II.2.4) Description of the procurement

The provision of bought in event and production services for graduation ceremonies at the Loughborough University campus for summer and winter graduations.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Cost criterion - Name: Price / Weighting: 60

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

As per tender documents

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: Yes

IV.2) Administrative information

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

Date

26 April 2023

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

26 April 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Loughborough:-Event-services./9DASTY833R>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/9DASTY833R>

GO Reference: GO-2023322-PRO-22373230

VI.4) Procedures for review

VI.4.1) Review body

Loughborough University

Epinal Way

Loughborough

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Telephone

+44 1509228186

Country

United Kingdom

