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Contract

Venue and Hosting of UKMMN Conferences

University of Exeter

F03: Contract award notice

Notice identifier: 2025/S 000-009042

Procurement identifier (OCID): ocds-h6vhtk-04abfb

Published 12 March 2025, 3:25pm

Section I: Contracting authority

I.1) Name and addresses

University of Exeter

Northcote House

Exeter

EX4 4QH

Contact

Jodie Underhay

Email

j.underhay@exeter.ac.uk

Country

United Kingdom

Region code

UKK4 - Devon

National registration number

RC000653

Internet address(es)

Main address

<http://www.exeter.ac.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/53042>

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

Venue and Hosting of UKMMN Conferences

Reference number

UOE/2024/084/JU

II.1.2) Main CPV code

- 55120000 - Hotel meeting and conference services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Exeter requires a venue to host the annual UKMMN Conference & Forum conference, funded by the Engineering and Physical Sciences Research Council. The contract will include the possibility of hosting four conferences on an annual basis, with the first taking place in May/June 2025. We would look to hold this event in the same venue for four consecutive years, though this decision would be made following review of the initial event.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £80,894

II.2) Description

II.2.2) Additional CPV code(s)

- 55120000 - Hotel meeting and conference services

II.2.3) Place of performance

NUTS codes

- UKK4 - Devon

II.2.4) Description of the procurement

The University of Exeter requires a venue to host the annual UKMMN Conference & Forum conference, funded by the Engineering and Physical Sciences Research Council. The contract will include the possibility of hosting four conferences on an annual basis, with the first taking place in May/June 2025. We would look to hold this event in the same venue for four consecutive years, though this decision would be made following review of the initial event.

II.2.5) Award criteria

Price

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.2.1) Previous publication concerning this procedure

Notice number: [2024/S 000-033062](#)

Section V. Award of contract

Contract No

1

Title

Venue and Hosting of UKMMN Conferences

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

20 February 2025

V.2.2) Information about tenders

Number of tenders received: 8

Number of tenders received by electronic means: 8

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Function Fixers

71-75 Shelton Street

London

WC2H 9JQ

Email

carrie@function-fixers.co.uk

Telephone

+44 2071868686

Country

United Kingdom

NUTS code

- UKI - London

National registration number

877713480

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £80,894

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

Strand

London

WC2A 2LL

Country

United Kingdom