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Tender

## **COV - CVLR ORT Event Management**

Coventry City Council

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

Notice identifier: 2025/S 000-009593

Procurement identifier (OCID): ocds-h6vhtk-04edaf ([view related notices](#))

Published 17 March 2025, 10:45am

### **Scope**

### **Reference**

COV-21965

### **Description**

Provision of an event management service for the Coventry Very Light Rail ("CVLR") On Road Test ("ORT") Route operations, which will occur concurrently with the ORT Route Operations, and necessitate close coordination. This includes management of the ORT Route perimeter, the interface between the ORT Route with Road Vehicles and Pedestrians and the management of external stakeholders requiring access to ORT Route. It also incorporates Passenger Experience and Event logistics, including the provision of basic Passenger welfare facilities, managing the outputs from the Event Booking System for Passengers and resultant requirements associated with checking Passenger tickets, safety briefings and access / egress to the CVLR Vehicle.

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

- £83,333 excluding VAT
- £100,000 including VAT

Below the relevant threshold

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

- 25 April 2025 to 1 July 2025
- 2 months, 7 days

### **Main procurement category**

Services

### **CPV classifications**

- 79952000 - Event services

### **Contract locations**

- UKG33 - Coventry

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## **Submission**

### **Tender submission deadline**

7 April 2025, 1:00pm

## Submission address and any special instructions

[www.csw-jets.co.uk](http://www.csw-jets.co.uk)

## Tenders may be submitted electronically

Yes

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## Award criteria

Name	Description	Type	Weighting
Net Price	Total net price (fixed fee).	Price	40.00%
Methodology	Total net price (fixed fee).	Quality	30.00%
Safe Event Management	Total net price (fixed fee).	Quality	10.00%
Management & Delivery	Total net price (fixed fee).	Quality	10.00%
Risk Mitigation	Total net price (fixed fee).	Quality	10.00%

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## Procedure

### Procedure type

Below threshold - open competition

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## **Contracting authority**

### **Coventry City Council**

- Public Procurement Organisation Number: PMJC-6861-XJPP

Council House, Earl Street

Coventry

CV1 5RR

United Kingdom

Email: [procurement.services@coventry.gov.uk](mailto:procurement.services@coventry.gov.uk)

Region: UKG33 - Coventry

Organisation type: Public undertaking (commercial organisation subject to public authority oversight)