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Planning

Meeting Room Equipment and Software

Wrexham County Borough Council

F01: Prior information notice

Prior information only

Notice identifier: 2021/S 000-009961

Procurement identifier (OCID): ocids-h6vhtk-02ae5a

Published 7 May 2021, 12:54pm

Section I: Contracting authority

I.1) Name and addresses

Wrexham County Borough Council

Commissioning Procurement and Contract Management Unit, Lampbit Street

Wrexham

LL11 1AR

Contact

Rachel Glynn

Email

rachel.glynn@wrexham.gov.uk

Telephone

+44 1978292792

Country

United Kingdom

NUTS code

UKL23 - Flintshire and Wrexham

Internet address(es)

Main address

www.wrexham.gov.uk

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0264

I.3) Communication

Additional information can be obtained from 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

Meeting Room Equipment and Software

Reference number

Proc-21-07

II.1.2) Main CPV code

- 55120000 - Hotel meeting and conference services

II.1.3) Type of contract

Services

II.1.4) Short description

Meeting Room Equipment and Software

II.1.5) Estimated total value

Value excluding VAT: £300,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKL23 - Flintshire and Wrexham

Main site or place of performance

Wrexham

II.2.4) Description of the procurement

Meeting Room Equipment and Software

II.3) Estimated date of publication of contract notice

28 June 2021

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

As part of the authorities Modern Ways of Working Programme Wrexham County Borough Council are currently undergoing a programme of work to modernise office accommodation.

This includes provision/renewal of Audio/Visual equipment in meeting rooms. We would like to invite experienced AV suppliers to advise on Hardware products and enterprise solutions that can meet the following criteria as a minimum:

The ability to conduct a hybrid meeting over leading video conferencing platforms including Microsoft Teams, Zoom, Google Meet, GoToMeeting. In addition to provision of suitable screen / camera and speakers this should also include the ability to screenshare a presentation wirelessly from a Windows, ios or Android device. This will be required in meeting rooms that are a range of sizes.

Our initial requirements in the first building are:

Extra Large Meeting (22 people) x 1

Large Meeting Rooms (12-16) x 7

Medium Meeting Rooms (6-8) x 8

Small Meeting Rooms (4 people) x 6

This Meeting room setup will then serve as a blue print for subsequent buildings as refurbishment continues across the estate.

Please can you send an overview of your responses to Rachel Glynn, Category Manager by 14th May 2021 via rachel.glynn@wrexham.gov.uk

(WA Ref:110436)