This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/010263-2024">https://www.find-tender.service.gov.uk/Notice/010263-2024</a>

**Planning** 

# **TRA - Events Agency**

Trade Remedies Authority

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-010263

Procurement identifier (OCID): ocds-h6vhtk-044e2a

Published 28 March 2024, 11:57am

# **Section I: Contracting authority**

# I.1) Name and addresses

Trade Remedies Authority

london

#### **Email**

CommercialMarEvents@businessandtrade.gov.uk

### Country

**United Kingdom** 

### Region code

UK - United Kingdom

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

https://www.gov.uk/government/organisations/department-for-business-and-trade

# I.3) Communication

Additional information can be obtained from the above-mentioned address

# I.4) Type of the contracting authority

Body governed by public law

# I.5) Main activity

Economic and financial affairs

# **Section II: Object**

### II.1) Scope of the procurement

II.1.1) Title

TRA - Events Agency

### II.1.2) Main CPV code

• 79900000 - Miscellaneous business and business-related services

### II.1.3) Type of contract

Services

#### II.1.4) Short description

Trade Remedies Authority (TRA) is a small ALB, of the Department of Business and Trade and have a requirement for an event management Agency. To assist with end to end events delivery of their annual events/conference for its internal and external stakeholders for locations and venues across UK.

#### II.1.5) Estimated total value

Value excluding VAT: £500,000

#### II.1.6) Information about lots

This contract is divided into lots: No

### II.2) Description

### II.2.2) Additional CPV code(s)

79900000 - Miscellaneous business and business-related services

### II.2.3) Place of performance

**NUTS** codes

• UK - United Kingdom

### II.2.4) Description of the procurement

Trade Remedies Authority (TRA) is a small ALB, of the Department of Business and Trade and have a requirement for an event management Agency. To assist with end to end events delivery of their annual events/conference which attracts approx 150 to 200 delegates. For locations and venues across UK.

# II.3) Estimated date of publication of contract notice

28 March 2024

# 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

Trade Remedies Authority (TRA) is a small ALB, of the Department of Business and Trade and have a requirement for an event management Agency. To assist with end to end events delivery of their annual events/conference for its internal and external stakeholders for locations and venues across UK.

A Pre-Market Engagement is due to take place on 08 May 2024. Timing and further details of the event are to be confirmed. If you are interested in attending, please contact <a href="mailto:CommercialMarEvents@businessandtrade.gov.uk">CommercialMarEvents@businessandtrade.gov.uk</a>

To go out to tender, DBT/TRA will lean on the Crown Commercial Service, Dynamic Purchasing System (DPS) to access the market and select the suppliers that correspond to the required criteria (Events).

Registration to Dynamic Purchasing System is MANDATORY to be able to involve your agency further in the process.

If you are not yet signed up as a supplier under the Communications Marketplace you can sign up by following these steps:

- Go to CCS website, and select RM6124 as the framework agreement: https://www.crowncommercial.gov.uk/agreements/RM6124
- Click on "description" and click on "apply to join"- or follow this link: <a href="https://supplierregistration.cabinetoffice.gov.uk/dps#research">https://supplierregistration.cabinetoffice.gov.uk/dps#research</a>