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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 CommercialMarEvents@businessandtrade.gov.uk

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:

<https://supplierregistration.cabinetoffice.gov.uk/dps#research>