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Planning

South Lanarkshire Council AV Upgrade Council Chambers and Committee Room 1

South Lanarkshire Council

F01: Prior information notice

Prior information only

Notice identifier: 2021/S 000-012598

Procurement identifier (OCID): ocds-h6vhtk-02b8a7

Published 4 June 2021, 4:15pm

Section I: Contracting authority

I.1) Name and addresses

South Lanarkshire Council

Council Headquarters, Almada Street

Hamilton

ML3 0AA

Contact

Steven McMichael

Email

steven.mcmichael@southlanarkshire.gov.uk

Telephone

+44 1698454184

Country

United Kingdom

NUTS code

UKM95 - South Lanarkshire

Internet address(es)

Main address

<http://www.southlanarkshire.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00410

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

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

Other activity

Audio Visual

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

South Lanarkshire Council AV Upgrade Council Chambers and Committee Room 1

Reference number

SLC/PS/FINCOR/21/043

II.1.2) Main CPV code

- 51310000 - Installation services of radio, television, sound and video equipment

II.1.3) Type of contract

Services

II.1.4) Short description

Full Council and Committee meetings are currently held using MS Teams with selected meetings being live streamed to a dedicated SL Committees YouTube Channel. These meetings are generally conducted in either the Council Chambers or Committee Room 1.

The current AV hardware is now end of life and a total upgrade of the system is required.

We recognise the significant technological advancement in both equipment and AV systems generally when compared to the existing system, along with the requirement to host hybrid meetings that are live streamed. A digital solution is therefore needed to satisfy the demands of delivering a modern, transparent, and accountable democratic process. The Council is therefore exploring options to deliver such a solution.

Given that future Council and Committee meetings will be conducted with some elected members being in physical attendance with others participating remotely via MS Teams, the ability to hold hybrid or blended meetings will be a critical component of the solution delivered.

Please refer to the enclosed Questionnaire for further detail.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 51310000 - Installation services of radio, television, sound and video equipment

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

II.2.4) Description of the procurement

This Market Engagement Questionnaire is being made publicly available to any organisations interested in the upgrading of Audio-Visual Equipment within the Council Chambers and Committee Room 1 in Council Headquarters, Almada Street, Hamilton.

This exercise is intended to provide potential bidders with the opportunity to view and comment on the AV Upgrade requirements if they wish to do so. This builds on a commitment to engage with the market, by sharing information and seeking input from the market to enable us to develop the final Invitation to Tender (ITT) in a fair and transparent manner. This exercise is to ensure that the final ITT provides all tenderers with a clear understanding of the Council's requirements and help reduce the number of questions that may be raised in the Tender Period.

We are currently considering using the CCS DPS Audio Visual Technical Consultancy and Commissioning, RM6225, and this market engagement questionnaire is designed to establish the suitability of that route to market.

Potential bidders are invited to complete the Questionnaire and submit their responses no later than midnight on Sunday 13th June 2021. Responses should be sent to jenna.ward@southlanarkshire.gov.uk . Responses received after Sunday 13th June may still be considered for the purpose of informing the ITT.

The Council is anticipating holding a series of Market Engagement meetings upon reviewing the responses to the Questionnaires.

The intention of the Market Engagement meetings would be to allow potential Providers to give their views on proposed technological and service solution to upgrade the AV infrastructure, and to discuss their responses to this Questionnaire. This would be used to help inform the final Specification and Invitation to Tender (ITT).

II.3) Estimated date of publication of contract notice

18 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

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=656027.](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=656027)

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