

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/012845-2022>

Tender

## **BFI London Film Festival large format print and branding**

British Film Institute

F02: Contract notice

Notice identifier: 2022/S 000-012845

Procurement identifier (OCID): ocds-h6vhtk-0338cb

Published 17 May 2022, 2:05pm

The closing date and time has been changed to:

**16 June 2022, 12:00pm**

See the [change notice](#).

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

British Film Institute

21 Stephen Street

London

W1T 1LN

#### **Contact**

Henry Vivian-Neal

#### **Email**

[henry.vivian-neal@bfi.org.uk](mailto:henry.vivian-neal@bfi.org.uk)

**Country**

United Kingdom

**NUTS code**

UKI - London

**Internet address(es)**

Main address

[www.bfi.org.uk](http://www.bfi.org.uk)

Buyer's address

<https://in-tendhost.co.uk/bfi.aspx/Home>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://in-tendhost.co.uk/bfi.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/bfi.aspx/Home>

Tenders or requests to participate must be submitted to the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://in-tendhost.co.uk/bfi.aspx/Home>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Recreation, culture and religion

---

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

BFI London Film Festival large format print and branding

Reference number

2022/292

#### **II.1.2) Main CPV code**

- 79810000 - Printing services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The BFI is tendering for a provider for a full service solution for event and venue branding print, installation and de-rig during the BFI London Film Festival. The scope of the provision includes: the branding print, installation and de-rigs of various printed branding materials including, but not limited to, free-standing boards, posters, vinyls, fixed branding boards and other elements of temporary signage in eight to fifteen venues around London, including the festival's main area in the South Bank. Included in the requirement is the swift (potentially same day) print, install and de-rig of press boards, branding boards and crash barrier branding for around twenty red-carpet premières; print, install and de-rig of step-and-repeat boards and other venue branding; and other interior and exterior branding elements. The project involves some installations during September and October, as well as during the BFI London Film Festival itself (5-16 October in 2022). It is intended that t

#### **II.1.5) Estimated total value**

Value excluding VAT: £400,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

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

- 22000000 - Printed matter and related products
- 79810000 - Printing services
- 79800000 - Printing and related services
- 79823000 - Printing and delivery services
- 22458000 - Bespoke printed matter
- 79821000 - Print finishing services
- 79811000 - Digital printing services

### **II.2.3) Place of performance**

NUTS codes

- UKI - London

Main site or place of performance

London

### **II.2.4) Description of the procurement**

The BFI is tendering for a provider for a full service solution for event and venue branding print, installation and de-rig during the BFI London Film Festival. The scope of the provision includes: the branding print, installation and de-rigs of various printed branding materials including, but not limited to, free-standing boards, posters, vinyls, fixed branding boards and other elements of temporary signage in eight to fifteen venues around London, including the festival's main area in the South Bank. Included in the requirement is the swift (potentially same day) print, install and de-rig of press boards, branding boards and crash barrier branding for around twenty red-carpet premières; print, install and de-rig of step-and-repeat boards and other venue branding; and other interior and exterior branding elements. The project involves some installations during September and October, as well as during the BFI London Film Festival itself (5-16 October in 2022). It is intended that the contract will be let for a period of two years from 18 July 2022 with an option to extend by up to a further two periods of one year each. Full details are set out in the ITT. Closing date for tenders: 12:00 noon on 13 June 2022.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £400,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The contract may be extended for up to two periods of one year each,.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

---

## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

---

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

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

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Originally published as:

Date

13 June 2022

Local time

12:00pm

Changed to:

Date

16 June 2022

Local time

12:00pm

See the [change notice](#).

**IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

**IV.2.7) Conditions for opening of tenders**

Date

13 June 2022

Local time

12:30pm

---

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: On completion of current contract

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

BFI

21 Stephen Street

London

W1T 1LN

Country

United Kingdom

Internet address

[www.bfi.org.uk](http://www.bfi.org.uk)