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Tender

Business Travel Management Services

Offshore Renewable Energy Catapult
Catapult Network and Trading Subsidiaries
Active Building Centre
Agri-Tech Centres
VMIC (Vaccines Manufacturing and Innovation Centre (UK) Ltd)
UKBIC (UK Battery Industrialisation Centre)
Glass Futures

F02: Contract notice

Notice identifier: 2021/S 000-013469

Procurement identifier (OCID): ocds-h6vhtk-02bc10

Published 15 June 2021, 11:39am

Section I: Contracting authority

I.1) Name and addresses

Offshore Renewable Energy Catapult

Inovo, 121 George Street

Glasgow

G1 1RD

Contact

Mrs Sheena Thomson

Email

procurement@ore.catapult.org.uk

Telephone

+44 3330041418

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.ore.catapult.org.uk>

Buyer's address

<https://www.ore.catapult.org.uk>

I.1) Name and addresses

Catapult Network and Trading Subsidiaries

UK

Email

procurement@ore.catapult.org.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://catapult.org.uk/>

I.1) Name and addresses

Active Building Centre

Gloucester

Email

Tony@activebuildingcentre.com

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.activebuildingcentre.com>

I.1) Name and addresses

Agri-Tech Centres

UK

Email

andrew.clifton@agri-epicentre.com

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.agritechcentres.com/>

I.1) Name and addresses

VMIC (Vaccines Manufacturing and Innovation Centre (UK) Ltd)

Oxford

Email

info@vmicuk.com

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.vmicuk.com/>

I.1) Name and addresses

UKBIC (UK Battery Industrialisation Centre)

Coventry

Email

ian.whiting@ukbic.co.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.ukbic.co.uk/>

I.1) Name and addresses

Glass Futures

Sheffield

Email

info@glass-futures.org

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.glass-futures.org/>

I.2) Information about joint procurement

The contract involves joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://procontract.due-north.com/Advert/Index?advertId=62641106-05ba-eb11-810c-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=62641106-05ba-eb11-810c-005056b64545>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Please refer to individual websites for information

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Business Travel Management Services

Reference number

DN545464

II.1.2) Main CPV code

- 63516000 - Travel management services

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this ITT is to assist the Offshore Renewable Energy Catapult (“The Authority”) as collaboration lead in establishing a Business Travel Management Services Framework Agreement for use by the Catapult Centres, the Active Building Centre Co. Ltd, Agri-Tech Centres, Vaccines Manufacturing & Innovations Centre (UK) Ltd (VMIC), UK Battery Industrialisation Centre (UKBIC), Glass Futures and their Trading Subsidiaries (collectively, the “Buying Authorities”), as part of a competitive procurement exercise in

accordance with the "Restricted" procedure for tendering under the Public Contracts Regulations 2015 (as amended from time to time).

It is anticipated that one (1) Travel Management Company ("TMC") shall be appointed to the Framework Agreement to provide a fair and transparent Service to the Buying Authorities. However, the Authority reserves the right to appoint more than this number if deemed to be in the best interest of the Buying Authorities e.g. value for money.

The Buying Authorities do not guarantee any volume or value of work from this Framework Agreement.

TMCs are to be aware that Services required under the terms of this Business Travel Management Services Framework Agreement may be co-financed by the European Regional Development Fund (ERDF).

II.1.5) Estimated total value

Value excluding VAT: £10,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The purpose of this ITT is to assist the Offshore Renewable Energy Catapult ("The Authority") as collaboration lead in establishing a Business Travel Management Services Framework Agreement for use by the Catapult Centres, the Active Building Centre Co. Ltd, Agri-Tech Centres, Vaccines Manufacturing & Innovations Centre (UK) Ltd (VMIC), UK Battery Industrialisation Centre (UKBIC), Glass Futures and their Trading Subsidiaries (collectively, the "Buying Authorities"), as part of a competitive procurement exercise in accordance with the "Restricted" procedure for tendering under the Public Contracts Regulations 2015 (as amended from time to time).

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deemed to be in the best interest of the Buying Authorities e.g. value for money.

The Buying Authorities do not guarantee any volume or value of work from this Framework Agreement.

TMCs are to be aware that Services required under the terms of this Business Travel Management Services Framework Agreement may be co-financed by the European Regional Development Fund (ERDF).

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: £10,000,000

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

Duration in months

48

This contract is subject to renewal

No

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: Yes

Identification of the project

possible future projects may use this Framework

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

In the case of framework agreements, provide justification for any duration exceeding 4 years:

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

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2020/S 144-355971](#)

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

Date

16 July 2021

Local time

12:00pm

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

London

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Royal Courts of Justice

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

In the first instance, all appeals should be promptly brought to the attention of the contact specified in Section I above, and will be dealt with in accordance with the requirements of the Public Contracts Regulations 2015. Any appeals must be brought within the timescales specified by the applicable law, including without limitation, the Public Contracts Regulations 2015. In accordance with the Public Contracts Regulations 2015, the contracting authority will also incorporate a minimum 10 calendar day standstill period from the date information on award of contract is communicated to tenderers.

As the UK does not have any special review body with responsibility for appeal/mediation procedures in public procurement competitions, any challenges will be dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the Public Contracts Regulations 2015.