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Planning

The Provision of Graduation Production Services

Brunel University London

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-014228

Procurement identifier (OCID): ocids-h6vhtk-0456e9

Published 2 May 2024, 3:05pm

Section I: Contracting authority

I.1) Name and addresses

Brunel University London

Kingston Lane

London

Email

Rajvinder.Bagri@brunel.ac.uk

Country

United Kingdom

Region code

UKI74 - Harrow and Hillingdon

Internet address(es)

Main address

www.brunel.ac.uk

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

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The Provision of Graduation Production Services

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

The University is looking to appoint a sole supplier for the provision of Graduation Production Services for the Summer & Winter graduation ceremonies, both ceremonies are held on Campus.

Please note that this tender will not be split into lots and the expectation is that interested bidders should be able to provide the below (but not limited to) services:

- Event Production Services, this includes stage design, audio visual equipment, lighting and sound management for the graduation ceremonies.
- Venue set-up and management services related to venue set-up, seating arrangements

and logistical support during ceremonies.

- Ventilation.

-Fuel for generator.

Photography and Gowning are not in scope of this opportunity.

The minimum term of the contract is 5 years with the option to extend for a further maximum 2 years.

Additionally we would like to invite you to attend the pre-launch event which will be held on Campus on 20th May, this event will provide further details about the tender process, what is included in the scope/requirements and timelines. If you are interested in attending Please confirm your attendance by the COP 15th May.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKI74 - Harrow and Hillingdon

Main site or place of performance

Brunel University London Campus

II.2.4) Description of the procurement

Please refer to II.1.4

II.3) Estimated date of publication of contract notice

5 August 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