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Not applicable

## **The Courtauld Events Supplier Framework**

The Courtauld Institute of Art

F14: Notice for changes or additional information

Notice identifier: 2021/S 000-014317

Procurement identifier (OCID): ocids-h6vhtk-02bf60

Published 23 June 2021, 2:15pm

### **Section I: Contracting authority/entity**

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

The Courtauld Institute of Art

Somerset House, Strand

London

WC2R 0RN

#### **Contact**

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#### **Email**

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#### **Telephone**

+44 2039477748

#### **Country**

United Kingdom

**NUTS code**

UKI31 - Camden and City of London

**Internet address(es)**

Main address

<https://www.courtauld.ac.uk>

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## **Section II: Object**

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

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

The Courtauld Events Supplier Framework

Reference number

586596678

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

- 79952000 - Event services

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

Services

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

The Courtauld hosts a huge variety of events ranging from receptions for hundreds of people hosted by corporate companies and private individuals, small donor dinners to international exhibition openings. This Framework is for Events Services suppliers covering five Lots (Catering, Production, Furniture Hire, Entertainment and Floristry) for internal Courtauld events, however suppliers appointed to the Framework will also be listed on the Approved Supplier List for external event clients (any work for such events will be a direct arrangement between the supplier and external client and not be undertaken under this Framework).

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## **Section VII. Changes**

### **VII.1) Information to be changed or added**

#### **VII.1.2) Text to be corrected in the original notice**

Section number

IV.1.11

Place of text to be modified

Main features of the award procedure

Instead of

Text

This is a Light Touch Regime procurement following the general style of an Open Procedure with the following features:

The Notice is issued on 2nd June 2021

Tenders must be returned by 30th June 2021 16:00 BST.

Any potential suppliers not meeting the mandatory requirements (shown as Pass/Fail questions as set out in the procurement documents) will not the remainder of their tender evaluated.

For Lot 1 only - all potential suppliers scoring within 20% points of the 8th placed scoring potential supplier following moderation of the written Quality response (50% made up of (Lot 1 Questionnaire and Case Studies)) and the Pricing (30%), and passing mandatory requirements and the minimum score for each weighted question, will be invited to practical assessment (worth the remaining 20% of the Overall Score).

The successful suppliers will be the top scoring suppliers in each lot, as follows:

Lot 1 Catering - 8 suppliers

Lot 2 Production - 5 suppliers

Lot 3 Furniture Hire - 3 suppliers

Lot 4 Entertainment - 3 suppliers

Lot 5 Floristry - 6 suppliers

Read

Text

This is a Light Touch Regime procurement following the general style of an Open Procedure with the following features:

The Notice is issued on 2nd June 2021

Tenders must be returned by 9th July 2021 16:00 BST.

Any potential suppliers not meeting the mandatory requirements (shown as Pass/Fail questions as set out in the procurement documents) will not the remainder of their tender evaluated.

For Lot 1 only - all potential suppliers scoring within 20% points of the 8th placed scoring potential supplier following moderation of the written Quality response (50% made up of (Lot 1 Questionnaire and Case Studies)) and the Pricing (30%), and passing mandatory requirements and the minimum score for each weighted question, will be invited to practical assessment (worth the remaining 20% of the Overall Score).

The successful suppliers will be the top scoring suppliers in each lot, as follows:

Lot 1 Catering - 8 suppliers

Lot 2 Production - 5 suppliers

Lot 3 Furniture Hire - 3 suppliers

Lot 4 Entertainment - 3 suppliers

Lot 5 Floristry - 6 suppliers

Section number

IV.2.2

Place of text to be modified

Time limit for receipt of tenders or requests to participate. Date

Instead of

Date

30 June 2021

Local time

4:00pm

Read

Date

9 July 2021

Local time

4:00pm

Section number

VI.3

Place of text to be modified

Additional information

Instead of

Text

This is a Light Touch Regime procurement following the general style of an Open Procedure with the following features:

The Notice is issued on 2nd June 2021

Tenders must be returned by 30th June 2021 16:00 BST.

Any potential suppliers not meeting the mandatory requirements (shown as Pass/Fail questions as set out in the procurement documents) will not the remainder of their tender evaluated.

See ITT for further details.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Event-services./5J433GCW2A>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/5J433GCW2A>

GO Reference: GO-202162-PRO-18338412

Read

Text

This is a Light Touch Regime procurement following the general style of an Open Procedure with the following features:

The Notice is issued on 2nd June 2021

Clarifications must be sent via Delta no later than 1 July 2021.

Tenders must be returned by 9th July 2021 16:00 BST.

Any potential suppliers not meeting the mandatory requirements (shown as Pass/Fail questions as set out in the procurement documents) will not the remainder of their tender evaluated.

See ITT for further details.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Event-services./5J433GCW2A>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/5J433GCW2A>

GO Reference: GO-202162-PRO-18338412

## **VII.2) Other additional information**

A revised full timetable will be issued via Delta to all suppliers registering for this opportunity.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Event-services./5J433GCW2A>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/5J433GCW2A>

GO Reference: GO-2021623-PRO-18446167