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Tender

## **ID 5189476 DfE - Tourism NI - Event Management Support Service**

Tourism Northern Ireland

F02: Contract notice

Notice identifier: 2024/S 000-015484

Procurement identifier (OCID): ocds-h6vhtk-0459e3

Published 15 May 2024, 4:14pm

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

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

Tourism Northern Ireland

Linum Chambers, Bedford Square, Bedford Street

BELFAST

BT2 7ES

#### **Email**

[strategicDelivery.CPD@finance-ni.gov.uk](mailto:strategicDelivery.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

#### **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

## **I.2) Information about 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://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

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

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

Body governed by public law

## **I.5) Main activity**

General public services

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## **Section II: Object**

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

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

ID 5189476 DfE - Tourism NI - Event Management Support Service

Reference number

5189476

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

- 79951000 - Seminar organisation services

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

Services

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

Tourism NI has a requirement to appoint Suppliers for three Lots to help deliver/manage events to help it achieve their key objectives: • Lot 1: Tourism Enterprise Development (TED) Programme • Lot 2: Business Solutions Events • Lot 3: Ad Hoc Corporate Events  
The contract will run for a period of three years with the option to extend for a further period of up to and including 24 months.

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

Value excluding VAT: £659,200

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

3

### **II.2) Description**

#### **II.2.1) Title**

Lot 1: Tourism Enterprise Development (TED) Programme

Lot No

1

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

- 79950000 - Exhibition, fair and congress organisation services
- 79952000 - Event services
- 79956000 - Fair and exhibition organisation services

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

NUTS codes

- UKN - Northern Ireland

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

Tourism NI has a requirement to appoint Suppliers for three Lots to help deliver/manage events to help it achieve their key objectives: • Lot 1: Tourism Enterprise Development (TED) Programme • Lot 2: Business Solutions Events • Lot 3: Ad Hoc Corporate Events  
The contract will run for a period of three years with the option to extend for a further period of up to and including 24 months.

### **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: £280,000

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

Duration in months

36

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: Yes

Description of options

There is one option to extend for a further period of up to and including 24 months.

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

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

### **II.2.14) Additional information**

Tourism NI wishes to appoint the successful Suppliers ranked 1 and 2 in respect of each Lot. Once the evaluation process has concluded, the highest ranked supplier will be the Most Economically Advantageous Tender (MEAT) and will be awarded the contract. The Supplier ranked 2 is required for capacity and contingency reasons, as mentioned within the Specification, with no guarantee of work.

## **II.2) Description**

### **II.2.1) Title**

Lot 2: Business Solutions Events

Lot No

2

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

- 79950000 - Exhibition, fair and congress organisation services
- 79952000 - Event services
- 79956000 - Fair and exhibition organisation services

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

NUTS codes

- UKN - Northern Ireland

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

Tourism NI has a requirement to appoint Suppliers for three Lots to help deliver/manage events to help it achieve their key objectives: • Lot 1: Tourism Enterprise Development (TED) Programme • Lot 2: Business Solutions Events • Lot 3: Ad Hoc Corporate Events  
The contract will run for a period of three years with the option to extend for a further period of up to and including 24 months.

#### **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: £134,800

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

Duration in months

36

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: Yes

Description of options

There is one option to extend for a further period of up to and including 24 months.

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

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

#### **II.2.14) Additional information**

Tourism NI wishes to appoint the successful Suppliers ranked 1 and 2 in respect of each Lot. Once the evaluation process has concluded, the highest ranked supplier will be the Most Economically Advantageous Tender (MEAT) and will be awarded the contract. The Supplier ranked 2 is required for capacity and contingency reasons, as mentioned within the Specification, with no guarantee of work.

## **II.2) Description**

### **II.2.1) Title**

Lot 3: Ad Hoc Corporate Events

Lot No

3

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

- 79950000 - Exhibition, fair and congress organisation services
- 79952000 - Event services
- 79956000 - Fair and exhibition organisation services

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

NUTS codes

- UKN - Northern Ireland

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

Tourism NI has a requirement to appoint Suppliers for three Lots to help deliver/manage events to help it achieve their key objectives: • Lot 1: Tourism Enterprise Development (TED) Programme • Lot 2: Business Solutions Events • Lot 3: Ad Hoc Corporate Events The contract will run for a period of three years with the option to extend for a further period of up to and including 24 months.

### **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: £244,400

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

Duration in months

36

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: Yes

Description of options

There is one option to extend for a further period of up to and including 24 months.

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

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

### **II.2.14) Additional information**

Tourism NI wishes to appoint the successful Suppliers ranked 1 and 2 in respect of each Lot. Once the evaluation process has concluded, the highest ranked supplier will be the Most Economically Advantageous Tender (MEAT) and will be awarded the contract. The Supplier ranked 2 is required for capacity and contingency reasons, as mentioned within the Specification, with no guarantee of work.

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

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

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

Selection criteria as stated in the procurement documents

## **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: Yes

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

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

Date

17 June 2024

Local time

3:00pm

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 15 September 2024

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

Date

17 June 2024

Local time

3:30pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

### **VI.3) Additional information**

Tourism NI wishes to appoint the successful Suppliers ranked 1 and 2 in respect of each Lot. Once the evaluation process has concluded, the highest ranked supplier will be the Most Economically Advantageous Tender (MEAT) and will be awarded the contract. The Supplier ranked 2 is required for capacity and contingency reasons, as mentioned within the Specification, with no guarantee of work. . . The successful contractor's performance on the contract will be regularly monitored in line with the tender documentation. Contractors. not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor. fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still. fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If. this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of. grave professional misconduct and they may be issued with a Notice of Unsatisfactory Performance and the contract may be terminated.. The issue of a Notice of Unsatisfactory Performance can result in the Contractor being excluded from all procurement competitions being. undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of. three years from the date of issue. The Authority expressly reserves the rights; not to award any contract as a result of the procurement. process commenced by publication of this notice; to make whatever changes it may see fit to the content and structure of the tendering. Competition; to award (a) contract(s) in respect of any part(s) of the services covered by this notice; and to award contract(s) in stages and. in no circumstances will the Authority be liable for any costs incurred by candidates..

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

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

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

Belfast

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.