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Tender

## **Invitation To Tender for the Integrated Exhibition Design and Build Services - Vikings Project**

Orkney Islands Council

F02: Contract notice

Notice identifier: 2024/S 000-015663

Procurement identifier (OCID): ocds-h6vhtk-045a4f

Published 17 May 2024, 10:32am

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

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

Orkney Islands Council

Council Offices, School Place

Kirkwall

KW15 1 NY

#### **Contact**

Denise Link

#### **Email**

[Denise.Link@orkney.gov.uk](mailto:Denise.Link@orkney.gov.uk)

#### **Telephone**

+44 01856873535

#### **Country**

United Kingdom

**NUTS code**

UKM65 - Orkney Islands

**Internet address(es)**

Main address

<http://www.orkney.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00369](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00369)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Regional or local authority

**I.5) Main activity**

Recreation, culture and religion

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**Section II: Object**

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

**II.1.1) Title**

## Invitation To Tender for the Integrated Exhibition Design and Build Services - Vikings Project

Reference number

OIC/PROC/1902

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

- 92521100 - Museum-exhibition services

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

Services

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

Orkney Islands Council seeks a suitably qualified and experience provider to supply the Integrated Exhibition Design and Build Services – Vikings Projects – for the new galleries.

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

Value excluding VAT: £264,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 92500000 - Library, archives, museums and other cultural services
- 92521000 - Museum services
- 92521100 - Museum-exhibition services

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

NUTS codes

- UKM65 - Orkney Islands

Main site or place of performance

Kirkwall, Orkney Islands

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

Orkney Islands Council seeks a suitably qualified and experience provider to supply the Integrated Exhibition Design and Build Services – Vikings Projects – for the new galleries. The galleries are intended to showcase the very best of contemporary museum practise, with an engaging mix of interpretive techniques. Within the limitations of the budget provided these might include written text and images, cased artefacts, film and interactive technology (eg. VR, touchscreen). The aim should be to produce an offer which appealing to the widest possible range of audiences, including but not limited to :

- Children and young people
- Families
- Tourists including overseas visitors
- Older people
- People with disabilities

Services are to include:

- Concept Design
- Principal Designer responsibilities under the Construction Design and Management Regulations 2015
- Quantity Surveyor Services
- Project Management
- Graphic Design and Production
- Audio-Visual Design and Production
- Base Build
- Exhibition Fit-Out
- Artefact Installation and Mounting
- Marketing Collateral

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

Quality criterion - Name: Methodology / Weighting: 30

Quality criterion - Name: Project Delivery / Weighting: 30

Quality criterion - Name: Fair Work Practices / Weighting: 0

Quality criterion - Name: Presentation / Weighting: 20

Price - Weighting: 20

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

Value excluding VAT: £264,000

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

Start date

15 July 2024

End date

28 February 2025

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: No

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

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

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

The relevant selection criteria will be included in the SPD Scotland Module.

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

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland Module.

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

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland Module.

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## **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

18 June 2024

Local time

12:00pm

**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**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

18 June 2024

Local time

2:00pm

Place

PCS Postbox opening via Teams

Information about authorised persons and opening procedure

Three Officers with delegated authority

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

Orkney Islands Council reserves the right to cancel the procurement at any stage and not award a Contract the expenditure, work or effort undertaken by bidders prior to the award of any Contract is accordingly a matter solely for the commercial judgement of bidders.

Late tenders will not be considered by the Council and all questions are to be submitted via the Questions and Answers section of this contract advertisement on PCS.

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Session.

Tenderers should complete the SPD (Scotland) contained within the SPD Module attached to this notice.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=765591](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=765591).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:765591)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=765591](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=765591)

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

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

Sherrifs Court

Watergate

Kirkwall

KW15 1PD

Telephone

+44 1856872110

Country

United Kingdom