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Tender

International Exhibition Support 2022-23

Sea Fish Industry Authority

F02: Contract notice

Notice identifier: 2022/S 000-015726

Procurement identifier (OCID): ocds-h6vhtk-034414

Published 8 June 2022, 10:10am

Section I: Contracting authority

I.1) Name and addresses

Sea Fish Industry Authority

18 Logie Mill

Edinburgh

EH74HS

Contact

Phillip Quirie

Email

Phillip.Quirie@seafish.co.uk

Telephone

+44 1315583331

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<https://www.seafish.org/about-us/working-with-us/#z-tenders-6>

I.3) Communication

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

<https://www.seafish.org/about-us/working-with-us/#z-tenders-6>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.seafish.org/about-us/working-with-us/#z-tenders-6>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Industry Support

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

International Exhibition Support 2022-23

Reference number

TD2022-001

II.1.2) Main CPV code

- 79956000 - Fair and exhibition organisation services

II.1.3) Type of contract

Services

II.1.4) Short description

We are looking to appoint a full-service exhibition contractor, initially on a one-year contract with an option to extend for a further two years. The successful bidder will be required to manage and deliver all aspects of a 'UK Seafood Pavilion' at international trade show(s), including as a minimum, the Seafood Expo Global 2023 in Barcelona.

The contractor will be required to manage the whole project from booking and designing the space, to production of graphics, and stand construction and breakdown. The supplier will not be expected to man the stand during exhibition hours but will be expected to ensure that it is clean and fit for purpose.

Further information can be found on our website - <https://www.seafish.org/about-us/working-with-us/#z-tenders-6>

II.1.5) Estimated total value

Value excluding VAT: £175,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79956000 - Fair and exhibition organisation services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

We want to increase the visibility of UK seafood in the global marketplace. We intend to do this by helping UK seafood businesses to participate in international trade shows and enable them to showcase their great products with maximum impact. We want to help UK seafood businesses to strengthen their relationships in existing markets and help them forge new relationships in new markets.

The exhibition contractor will be responsible for the management, planning and design of a 'UK Seafood Pavilion' at previously agreed international seafood exhibitions such as the Seafood Expo Global in Barcelona.

This includes:

- Designing an innovative, cost-effective pavilion environment to include a communal lounge area, demonstration kitchen and private meeting rooms as well as individual company booths if required.
- Liaising with exhibition organisers and their contractors on stand size and location within the exhibition arena.
- Arranging stand lighting (low heat creating), furniture and related equipment.
- Arranging for the design and printing of graphics as required.
- The provision of refreshment facilities such as tea, coffee, and drinks.
- The installation of electrical and water supplies.
- Constructing the pavilion before the exhibition, hanging graphics, and ensuring it is fit for purpose for the duration of the exhibition.

- Dismantling the pavilion after the exhibition and ensuring its safe storage.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

10

This contract is subject to renewal

Yes

Description of renewals

Contract will initially be on a one-year contract with an option to extend for a further two years.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Contract will initially be on a one-year contract with an option to extend for a further two years.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

Accelerated procedure

Justification:

Contract is needed to be awarded in order to book the exhibition space at the Barcelona Expo by the 30 June deadline.

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

26 June 2022

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

English

IV.2.7) Conditions for opening of tenders

Date

27 June 2022

Local time

9:00am

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

Sea Fish Industry Authority

Edinburgh

EH7 4HS

Country

United Kingdom