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Tender

Edinburgh 900 Civic Projections

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2024/S 000-016198

Procurement identifier (OCID): ocds-h6vhtk-0469bf

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Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

Victoria Shanley

Email

Victoria.Shanley@edinburgh.gov.uk

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290

I.3) Communication

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

<https://www.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publiccontractsscotland.gov.uk/>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Edinburgh 900 Civic Projections

Reference number

CT1398

II.1.2) Main CPV code

- 92130000 - Motion picture projection services

II.1.3) Type of contract

Services

II.1.4) Short description

The City of Edinburgh is proud to announce the forthcoming celebration of its 900th anniversary as a royal burgh. As part of a wider events programme ('Edinburgh 900'), the City of Edinburgh Council is seeking to commemorate this milestone through the Edinburgh 900 Civic Projections. These night-time outdoor public projection mappings, running sometime between September 2024 to March 2025, are designed as free art installations to enhance civic pride, engage with our rich cultural history, and support our vibrant creative sector. This initiative aligns with our Citywide Cultural Strategy and celebrates our heritage and community spirit.

II.1.5) Estimated total value

Value excluding VAT: £120,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 92130000 - Motion picture projection services

- 71354100 - Digital mapping services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

City of Edinburgh

II.2.4) Description of the procurement

The Council invites tenders from contractors who can manage end-to-end project requirements including content creation, projection mapping, and logistical execution. This one-off project will take place at one or more of the iconic sites within the city.

Service Requirements: The projection mappings are envisioned as free, un-ticketed installations that tell Edinburgh's history and story at night.

The aims for the projection mappings are to:

Gain resident and media interest as a tentpole activity of the Edinburgh 900 programme, explaining its themes and scope.

Showcase the City Collections held by Edinburgh City Archives, Edinburgh Libraries and Museums and Galleries Edinburgh in a creative and engaging fashion and tell the story of the city.

Promote the Edinburgh 900 events website and encourage attendance at other programme events.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 70

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £120,000

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

Duration in months

12

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

List and brief description of selection criteria:

SPD Question 4B.1 – Tenderers are required to provide their “general” annual turnover for the last two financial years in response to this question.

SPD Question 4B.5 - Tenderers are required to confirm that they hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the specified types and levels of insurance.

SPD Question 4B.6 - Tenderers are required to provide their Current ratio for Current Year and the Prior Year. The formula for calculating a Tenderer’s current ratio is current assets divided by current liabilities.

Minimum level(s) of standards possibly required

SPD Question 4B.1 – Tenderers are required to have a minimum “general” annual

turnover of GBP 240,000 for the last two financial years. Where a Tenderer does not have an annual turnover of this value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer's suitability to proceed in the competition.

SPD Question 4B.5 - Tenderers are required to hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the following types and levels of insurance:

- a. Employers (Compulsory) Liability Insurance – GBP 5,000,000
- b. Public Liability Insurance – GBP 10,000,000

Where a Tenderer does not hold or commit to obtaining the types and levels of insurance indicated, the Council will exclude the Tenderer from the competition.

SPD Question 4B.6 - The acceptable range for each financial ratio is greater than 1.10. Where a Tenderer's current ratio is less than the acceptable value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer's suitability to proceed in the competition.

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPD Question 4C.4(a) - Payment of the real Living Wage - Tenderers are required to confirm that they will pay any staff that are directly involved in the delivery of the Framework Agreement (including any agency or sub-contractor staff), at least the real Living Wage.

SPD Question 4C.4(b) - Inclusion of Prompt Payment Clause - Tenderers are required to confirm that they will include the standard clause in all contracts used in the delivery of the Framework Agreement, ensuring payment of sub-contractors at all stages of the supply chain within 30 days and include a point of contact for sub-contractors to refer to in the case of payment difficulties.

SPD Question 4C.7(a) - Response to Climate Change Emergency - Tenderers are required to provide evidence that their organisation is taking steps to build their awareness of the climate change emergency and provide details of how they have/will respond (to the climate change emergency).

SPD Question 4C.7(b) – Compliance with LEZ - Tenderers are required to confirm that they (and any sub-contractor) will comply with the minimum emissions standards for Edinburgh's Low Emission Zone (and any other such related scheme, including those in

Partner Organisation's locations) when delivering the specified services.

SPD Question 4D.1 – Quality Assurance Schemes & Environmental Management - It is a mandatory requirement that Tendering Organisations with more than 5 employees have in place a Health & Safety Policy which is approved at a senior level within the Organisation and is reviewed regularly.

Minimum level(s) of standards possibly required

SPD Question 4C.4(a) - Payment of the real Living Wage - Where a Tenderer does not commit to pay any staff at least the real Living Wage, the Council may exclude the Tenderer from the competition.

SPD Question 4C.4(b) - Inclusion of Prompt Payment Clause - Where a Tenderer does not commit to the inclusion of a prompt payment clause, the Council may exclude the Tenderer from the competition.

SPD Question 4C.7(a) - Response to Climate Change Emergency - Where a Tenderer fails to demonstrate that it is taking steps to build awareness of the climate change emergency and reduce emissions, to the Council's satisfaction, the Council may exclude the Tenderer from the competition.

SPD Question 4C.7(b) – Compliance with LEZ - Where a Tenderer does not commit to complying with this requirement, the Council may exclude the Tenderer from the competition.

SPD Question 4D.1 – Quality Assurance Schemes & Environmental Management - Bidders should confirm that this condition has been met within the response to this question. Where a Bidder does not have a Health & Safety Policy and is required to do so, the Council may exclude the Bidder from the competition.

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

21 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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

21 June 2024

Local time

1:00pm

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

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=766899.

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.

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.

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

The Contractor is encouraged to secure positive outcomes that will benefit the community in which they operate. The Contractor must assist the Council in the delivery of community benefits. The Council reserves the right to introduce monitoring of the delivery of community benefits during the Contract term.

(SC Ref:766899)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=766899

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom