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Tender

The BFI London Film Festival Ground Transportation

British Film Institute

F02: Contract notice

Notice identifier: 2021/S 000-017715

Procurement identifier (OCID): ocds-h6vhtk-02cca1

Published 26 July 2021, 5:44pm

Section I: Contracting authority

I.1) Name and addresses

British Film Institute

BFI, 21 Stephen Street

London

W1T 1LN

Email

stephen.adams@bfi.org.uk

Telephone

+44 2079574849

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<http://www.bfi.org.uk/>

Buyer's address

<https://in-tendhost.co.uk/bfi/asp/Home>

I.3) Communication

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

<https://in-tendhost.co.uk/bfi/asp/Home>

Additional information can be obtained from the above-mentioned address

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

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://in-tendhost.co.uk/bfi/asp/Home>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Recreation, culture and religion

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The BFI London Film Festival Ground Transportation

Reference number

2021/257

II.1.2) Main CPV code

- 60170000 - Hire of passenger transport vehicles with driver

II.1.3) Type of contract

Services

II.1.4) Short description

The BFI London Film Festival takes place 6th October – 17th October 2021. The annual event presents c.230 feature films and 160 short films from more than 70 countries, and in 2019 attracted attendances in excess of 180,000 across London and in cinemas throughout the UK. An integral part of the festival operation is the transport of guests and important staff around the festival's main venues, guest accommodation and airport/train stations. A total of 1400 car journeys were made during the 2019 edition of the festival. For the 2021 edition of the festival is anticipated that this will be divided between taxi services (standard and executive) and as-directed chauffeur services.

II.1.5) Estimated total value

Value excluding VAT: £80,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Lot 1 - Taxi Services

Lot No

Lot 1

II.2.2) Additional CPV code(s)

- 60120000 - Taxi services

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

End-to-end project management and ensuring liaison between the BFI LFF Guest Transport Team and Production team for the provision of Taxi Services for BFI London Film Festival including vehicles, drivers/personnel for 'Meet and Greet Airport Transfers', 'City Journeys' and 'Executive Car Taxi Journeys'. Further details of the requirements can be found within the Invitation to Tender document.

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: £45,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend by up to a further 1 + 1 years (BFI LFF 2022 and BFI LFF 2023) subject

to satisfactory performance of the Contractor and at the sole discretion of the BFI.

II.2.10) Information about variants

Variants will be accepted: Yes

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

II.2) Description

II.2.1) Title

Lot 2 - Chauffeur Services

Lot No

Lot 2

II.2.2) Additional CPV code(s)

- 60170000 - Hire of passenger transport vehicles with driver

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

End-to-end project management and ensuring liaison between the BFI LFF Guest Transport Team and Production team for the provision of chauffer services including vehicles, drivers/personnel. Further details of the requirements can be found within the Invitation to Tender document.

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: £35,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend by up to a further 1 + 1 years (BFI LFF 2022 and BFI LFF 2023) subject to satisfactory performance of the Contractor and at the sole discretion of the BFI.

II.2.10) Information about variants

Variants will be accepted: Yes

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

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

Accelerated procedure

Justification:

Following publication of PIN ref: 2021/S 000-013951

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

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

Date

10 August 2021

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

Tender must be valid until: 8 November 2021

IV.2.7) Conditions for opening of tenders

Date

10 August 2021

Local time

12:15pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: July 2024

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

BFI

21 Stephen Street

London

W1T 1LN

Country

United Kingdom

Internet address

www.bfi.org.uk