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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](mailto: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

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## **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

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## **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

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## **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](http://www.bfi.org.uk)