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Tender

## **Travel Consultant**

The Crown Estate Commissioners

F02: Contract notice

Notice identifier: 2024/S 000-017961

Procurement identifier (OCID): ocds-h6vhtk-046ee8

Published 11 June 2024, 11:13am

The closing date and time has been changed to:

**3 July 2024, 12:00pm**

See the [change notice](#).

## **Section I: Contracting authority**

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

The Crown Estate Commissioners

1 St James's Market

London

SW1Y 4AH

### **Contact**

Sourcing Team

### **Email**

[Sourcingteam@thecrownestate.co.uk](mailto:Sourcingteam@thecrownestate.co.uk)

**Telephone**

+44 2078515000

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

[www.thecrownestate.co.uk](http://www.thecrownestate.co.uk)

Buyer's address

<https://secure.sourcedogg.com/profile/676e86f0-50b5-4563-b7b6-529dcfeb28b7>

**I.3) Communication**

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

<https://secure.sourcedogg.com/profile/676e86f0-50b5-4563-b7b6-529dcfeb28b7/requests/60833>

Additional information can be obtained from the above-mentioned address

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

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

Other type

Public Corporation

**I.5) Main activity**

Other activity

Property

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## **Section II: Object**

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

#### **II.1.1) Title**

Travel Consultant

Reference number

<https://secure.sourcedogg.com/profile/676e86f0-50b5-4563-b7b6-529dcfeb28b7/requests/60833>

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

- 63510000 - Travel agency and similar services

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

Services

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

Fosse Park is seeking proposals from interested parties to fulfil the role of Travel Plan Coordinator (TPC) for years four and five of the already implemented Fosse Park Travel Plan (April 2021-April 2026), with the possibility of a year extension. The successful bidder will be responsible for maximising the impact of the Section 106 (S106) fund and expanding the TPC role to include shopper engagement, in addition to staff travel.

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

This contract is divided into lots: No

### **II.2) Description**

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

- 63510000 - Travel agency and similar services
- 79997000 - Business travel services

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

NUTS codes

- UK - United Kingdom

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

Fosse Park is seeking proposals from interested parties to fulfil the role of Travel Plan Coordinator (TPC) for years four and five of the already implemented Fosse Park Travel Plan (April 2021-April 2026), with the possibility of a year extension. The successful bidder will be responsible for maximising the impact of the Section 106 (S106) fund and expanding the TPC role to include shopper engagement, in addition to staff travel.

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

Price

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

Start date

14 August 2024

End date

13 August 2027

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.1.2) 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

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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: No

### **IV.2) Administrative information**

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

Originally published as:

Date

11 July 2024

Local time

12:00pm

Changed to:

Date

3 July 2024

Local time

12:00pm

See the [change notice](#).

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

English

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

Date

11 July 2024

Local time

1:00am

## **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**

The Crown Estate Commissioners

1 St James's Market

London

SW1Y 4AH

Email

[Sourcingteam@thecrownestate.co.uk](mailto:Sourcingteam@thecrownestate.co.uk)

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