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Tender

RBK Filming Services

The Royal Borough of Kingston upon Thames

F02: Contract notice

Notice identifier: 2023/S 000-018534

Procurement identifier (OCID): ocds-h6vhtk-03dd84

Published 29 June 2023, 1:26pm

Section I: Contracting authority

I.1) Name and addresses

The Royal Borough of Kingston upon Thames

Guildhall 2

Kingston upon Thames

KT1 1EU

Contact

Ms Sara Walton

Email

commissioning@kingston.gov.uk

Telephone

+44 2085475000

Country

United Kingdom

Region code

UKI63 - Merton, Kingston upon Thames and Sutton

Internet address(es)

Main address

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

Buyer's address

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

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://procontract.due-north.com/Advert/Index?advertId=ec0b10be-2814-ee11-8123-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=ec0b10be-2814-ee11-8123-005056b64545>

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

RBK Filming Services

Reference number

DN671424

II.1.2) Main CPV code

- 92100000 - Motion picture and video services

II.1.3) Type of contract

Services

II.1.4) Short description

The Royal Borough of Kingston upon Thames (the Council) are looking for a Concessionaire who can offer a full-service package, dealing with the entire process from application, site visits, liaising with relevant council departments, managing the shoot and invoicing / collection of monies.

The proposed duration of the concession contract will be an initial term of 3 (three) years with the option to extend the contract for up to a maximum of 2 years (1 year plus 1 year).

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI63 - Merton, Kingston upon Thames and Sutton

II.2.4) Description of the procurement

The Royal Borough of Kingston upon Thames (the Council) are looking for a Concessionaire who can offer a full-service package, dealing with the entire process from

application, site visits, liaising with relevant council departments, managing the shoot and invoicing / collection of monies.

The proposed duration of the concession contract will be an initial term of 3 (three) years with the option to extend the contract for up to a maximum of 2 years (1 year plus 1 year).

The Concessionaire will be required to provide a portion of their income from the supply of these services to the Council.

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

<https://procontract.due-north.com>

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Quality criterion - Name: Social Value / Weighting: 10

Price - Weighting: 50

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

2 optional extensions available of 12 month each

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 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

31 July 2023

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

31 July 2023

Local time

12:10pm

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 Royal Borough of Kingston upon Thames

Guildhall 2

Kingston upon Thames

KT1 1EU

Email

commissioning@kingston.gov.uk

Telephone

+44 2085475000

Country

United Kingdom

Internet address

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

VI.4.2) Body responsible for mediation procedures

Royal Courts of Justice

Strand

WC2A 2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

In accordance with the Concession Contracts Regulations 2026 (CCR 2016) the Council will incorporate a minimum 10 calendar day standstill period at the point information on which the contract

award decision is communicated to tenderers.