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Tender

PA, Hybrid and Live Streaming Services for Meetings

Torbay Council

F02: Contract notice

Notice identifier: 2024/S 000-018931

Procurement identifier (OCID): ocds-h6vhtk-047135

Published 19 June 2024, 3:05pm

Section I: Contracting authority

I.1) Name and addresses

Torbay Council

Town Hall, Castle Circus

Torquay

TQ1 3DR

Contact

Mrs Chloe Farquhar

Email

chloe.farquhar@torbay.gov.uk

Telephone

+44 1803208350

Country

United Kingdom

Region code

UKK42 - Torbay

Internet address(es)

Main address

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

Buyer's address

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

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=ade689d0-362e-ef11-812c-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=ade689d0-362e-ef11-812c-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

PA, Hybrid and Live Streaming Services for Meetings

Reference number

DN729068

II.1.2) Main CPV code

- 32000000 - Radio, television, communication, telecommunication and related equipment

II.1.3) Type of contract

Supplies

II.1.4) Short description

Torbay Council is seeking suppliers capable of providing a Public Address (PA) System and live-streaming equipment for our Council and Committee Meetings.

This Contract is being divided into two Lots:

Lot 1 Council Meetings

This Lot is for the provision of a hired service for the PA system and live streaming equipment. Suppliers must ensure that they can provide hybrid functionality as required.

In addition to the system and equipment, this Lot requires a supplier's staff member to be present during the meetings to manage the equipment and provide support.

One supplier may be awarded a contract under this Lot.

Lot 2 Committee Meetings

This Lot is for the purchase of a PA system, recording, live streaming and hybrid equipment.

In addition to the purchase requirement, this Lot requires Torbay Council IT staff to be trained in using the equipment and the successful Applicant will be expected to work with the Council on any planning permissions required for changes to the Grade II Listed

building.

One supplier may be awarded a contract under this Lot.

II.1.5) Estimated total value

Value excluding VAT: £220,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 1

II.2) Description

II.2.1) Title

Council Meetings

Lot No

1

II.2.2) Additional CPV code(s)

- 30200000 - Computer equipment and supplies
- 32000000 - Radio, television, communication, telecommunication and related equipment
- 32350000 - Parts of sound and video equipment

II.2.3) Place of performance

NUTS codes

- UKK42 - Torbay

II.2.4) Description of the procurement

Torbay Council is seeking to enter into a contract with a supplier for the provision of a hired service for Public Address (PA) and live streaming (via Torbay Council's YouTube Channel with the ability to provide hybrid functionality as requested) equipment for our Council meetings.

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: £134,000

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

Start date

1 April 2025

End date

31 March 2030

This contract is subject to renewal

Yes

Description of renewals

The contract may be extended for a period of up to 2 further years.

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

II.2) Description

II.2.1) Title

Committee Meetings

Lot No

2

II.2.2) Additional CPV code(s)

- 30200000 - Computer equipment and supplies
- 32000000 - Radio, television, communication, telecommunication and related equipment
- 32350000 - Parts of sound and video equipment

II.2.3) Place of performance

NUTS codes

- UKK42 - Torbay

II.2.4) Description of the procurement

Torbay Council is seeking to purchase PA, recording, live streaming and hybrid equipment for our Committee Meetings.

The equipment would be managed in-house by IT, the successful supplier would train identified Torbay Council staff to use and troubleshoot the equipment.

The successful Applicant will be expected to work with Torbay Council on the planning permission required for changes to the Banking Hall (a Grade II Listed Building) which will need to be made to accommodate the new equipment, including recommending layout and location of equipment such as cameras, speakers, screens and operator kit.

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: £86,000

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

Start date

1 April 2025

End date

31 March 2030

This contract is subject to renewal

Yes

Description of renewals

The contract may be extended for a period of up to 2 further years.

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

5 August 2024

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

5 August 2024

Local time

12:00pm

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

Royal Courts of Justice

7 Rolls Building, Fetter Lane

London

EC4A 1NL

Email

tcc.issue@justice.gov.uk

Country

United Kingdom