

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/018949-2023>

Contract

## **Webcasting & Hybrid Meetings Solution (Council Chambers)**

North Ayrshire Council

F03: Contract award notice

Notice identifier: 2023/S 000-018949

Procurement identifier (OCID): ocds-h6vhtk-03bd4c

Published 4 July 2023, 10:11am

### **Section I: Contracting authority**

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

North Ayrshire Council

Cunninghame House, Friars Croft

Irvine

KA12 8EE

#### **Contact**

Fiona Wilson

#### **Email**

[fionawilson@north-ayrshire.gov.uk](mailto:fionawilson@north-ayrshire.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM93 - East Ayrshire and North Ayrshire mainland

**Internet address(es)**

Main address

<http://www.north-ayrshire.gov.uk>

Buyer's address

[http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00337](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00337)

**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**

Webcasting & Hybrid Meetings Solution (Council Chambers)

Reference number

NAC/5149

**II.1.2) Main CPV code**

- 32321200 - Audio-visual equipment

**II.1.3) Type of contract**

Supplies

**II.1.4) Short description**

North Ayrshire Council are seeking a supplier to provide an integrated audio-visual solution within the Council Chambers of Cunninghame House, Irvine to allow hybrid

meetings to take place with the option of live streaming of the proceedings to the internet.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 32320000 - Television and audio-visual equipment
- 51310000 - Installation services of radio, television, sound and video equipment
- 50000000 - Repair and maintenance services

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

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

Main site or place of performance

Council Chambers, Cunninghame House, Irvine, KA12 8EE

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

North Ayrshire Council require an integrated solution to allow the Council Chambers to host wholly physical meetings (where microphones and display screens/arrays may be used) and hybrid meetings (where some participants may be in the Chambers and others participating remotely using the Microsoft Teams remote platform, with both physical and remote attendees able to see and hear each other). The proceedings of wholly physical and hybrid meetings must be capable of being live-streamed to the internet, as required, and a recording retained thereafter.

The contract is to include:

-Installation of AV solution and equipment required to deliver the above

-An assessment of existing Council-owned equipment (microphones, cameras, display screens and speaker sound bars) to establish what is capable of being re-used and upgrade of existing equipment as may be required

-Decommissioning of any equipment not capable of being re-used

-Maintenance of system and ongoing support

-Provision of staff training in use of the system

The contract will be for a period of 5 years with the option to extend for up to a further 24 months. The contract will be let under North Ayrshire Council's Terms & Conditions for the Purchase of Goods and any related services (NACTC4).

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

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

### **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.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-010155](#)

---

## **Section V. Award of contract**

### **Contract No**

NAC/5149

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

Other reasons (discontinuation of procedure)

---

## **Section VI. Complementary information**

### **VI.3) Additional information**

Lots are not being used for this tender for the reason(s) stated below:

Nature of the contract not suitable for lots.

Delivery of the contract is location specific.

#### **Quality Management Procedures**

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent) or a documented policy regarding quality management, see attachment at SPD question 4D.1.

#### **Health and Safety Procedures**

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with ISO 45001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum or the bidder must have a regularly reviewed and documented policy for Health and Safety management, see attachment at SPD question 4D.1.

#### **Environmental Management Procedures**

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party

certificate of compliance in accordance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate or the bidder must have a regularly reviewed documented policy regarding environmental management, see attachment at SPD question 4D.2.

Bidders may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

(SC Ref:737560)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Kilmarnock Sheriff Court

Sheriff Court House, St Marnock Street

Kilmarnock

KA1 1ED

Telephone

+44 1563550024

Country

United Kingdom

Internet address

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