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Tender

## **CREATIVE PROPOSALS, SUPPLY, AND INSTALLATION OF WINTER THEMED LARGE SCALE PROJECTION TRAIL AND LIGHTING WITHIN GLASGOW CITY CENTRE**

Glasgow Life (Culture & Sport Glasgow)

F02: Contract notice

Notice identifier: 2022/S 000-019376

Procurement identifier (OCID): ocids-h6vhtk-035258

Published 15 July 2022, 10:15am

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

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

Glasgow Life (Culture & Sport Glasgow)

38 Albion Street

Glasgow

G1 1LH

#### **Contact**

Jason Starrs

#### **Email**

[jason.starrs@glasgowlife.org.uk](mailto:jason.starrs@glasgowlife.org.uk)

#### **Telephone**

+44 1412875923

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

[www.glasgowlife.org.uk](http://www.glasgowlife.org.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10287](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10287)

**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

[www.publictendersscotland.publiccontractsscotland.gov.uk](http://www.publictendersscotland.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publictendersscotland.publiccontractsscotland.gov.uk](http://www.publictendersscotland.publiccontractsscotland.gov.uk)

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

CREATIVE PROPOSALS, SUPPLY, AND INSTALLATION OF WINTER THEMED LARGE SCALE PROJECTION TRAIL AND LIGHTING WITHIN GLASGOW CITY CENTRE

Reference number

CSG005548

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

- 79952000 - Event services

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

Services

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

Glasgow Life have a requirement for a creative proposal for the supply and installation of a Winter themed large scale projection trail and lighting within Glasgow City Centre.

#### **II.1.5) Estimated total value**

Value excluding VAT: £350,000

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

This contract is divided into lots: No

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

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

- 79952100 - Cultural event organisation services

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

NUTS codes

- UKM82 - Glasgow City

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

Glasgow Life is seeking to appoint a company for the creative proposals for the supply and installation of a Winter themed large scale projection trail and lighting within Glasgow City Centre.

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

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

#### **II.2.6) Estimated value**

Value excluding VAT: £350,000

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

Duration in months

5

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**

List and brief description of selection criteria

Bidders must comply with the undernoted financial requirements in order

to participate in the tendering process:-

There is a minimum financial requirement that affects trading performance, balance sheet strength and current liquidity

Financial requirements for trading performance and balance sheet strength should be calculated on latest filed accounts

accounts with Companies House

Trading Performance

An overall positive outcome on EBITDA earnings over a 3 year period

Exceptional items can be excluded from the calculation.

The above would be expressed in the ratio EBITDA/Turnover

Balance Sheet strength

Net worth of the organisation must be positive at the time of evaluation

and organisation must not be subject to an insolvency process.

Intangibles can be included for purposes of the Total Assets figure.

The above would be expressed in the ratio Total Assets/Total Liabilities

If an applicant is only required to file abbreviated accounts with Companies House, then in the event of the company being successful in the procurement process, full set of accounts will be required in order to verify the above ratios have been complied with.

An applicant should have no outstanding issues, with regard to statutory filing

requirements with Companies House.

Applicants who have been trading for less than the 3 years noted above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading.

Applicants who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent company satisfies the financial requirements stipulated above.

Due to the potential negative financial consequences of the pandemic on company finances, Glasgow Life also requires assurance regarding current liquidity of the bidding company.

The bidder must provide a Letter of Comfort from its own bank to satisfy the above financial requirement.

If the pandemic has had an adverse affect on the latest set of accounts filed with Companies House, Glasgow Life will take that into account in determining financial suitability for the contract.

The above, however, should not impinge on the financial viability of the company, as defined by the ratios set out in the above financial requirements.

Glasgow Life reserves the right, at its own discretion, to seek such other information from the Bidder in accordance with Regulation 61 (8) of the Public Contracts (Scotland) Regulations 2015 to prove the Bidder's economic and financial standing.

It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded

contract, the types and levels of insurance indicated below

Employer's (Compulsory) Liability Insurance = GBP 10million

Public Liability Insurance = GBP 5million

Product Liability Insurance = GBP 5million

Professional Liability Insurance = GBP 5million

Third Party Motor Liability Insurance = GBP 20million for third party property damage caused by a private vehicle:

Third Party Motor Liability Insurance = GBP 10million for third party property damage caused by a non-private vehicle.

Third Party Motor Liability Insurance = Unlimited in relation to death or bodily injury caused by a private or non-private vehicle.

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

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

#### **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

15 August 2022

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: 13 December 2022

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

Date

15 August 2022

Local time

12:00pm



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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 20571.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

The Company seek to encourage Community Benefits.

The Company is committed to maximising Community Benefits from procurement activity. This will be achieved through the inclusion of

specific clauses within procurement contracts known as Community Benefits clauses.

Community Benefit clauses are requirements which

deliver wider benefits in addition to the core purpose of a contract. These clauses can be used to build a range of economic, social or

environmental conditions into the delivery of contracts.

Examples of the categories and types of benefits are:

- Sponsorship of local organisation
- Mentoring – Suppliers offering support and guidance to local organisations and

individuals.

Provide career night / event within local school, provide career information on the industry to interested individuals

- Sponsorship of a local sports team or community event
- Donation of materials and / or labour to support a local community project

Provide career night / event within local school, provide career information on the industry to interested individuals

- Sponsorship of a local sports team or community event
- Donation of materials and / or labour to support a local community project

Offer weekly or monthly work experience placement to a nominated school pupil or Council apprentice

- Hold a workshop or event in a school, college or community group

Please provide a detailed statement which must include:

- a) details of the Community Benefits you will provide as part of this contract;
- b) what resource (staff responsible) will you use to ensure successful delivery
- c) detailed commitment to the approach, including how you will monitor to track successful delivery of each of the Community Benefits you wish to deliver; and
- d) how you will update the Company on progress

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 20571. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Please see procurement documents

(SC Ref:694588)

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

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

Glasgow Sheriff Court and Justice of the Peace

1 Carlton Place

Glasgow

G6 9TW

Email

[glasgow@scotscourt.gov.uk](mailto:glasgow@scotscourt.gov.uk)

Country

United Kingdom