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Tender

RBGKEW1084 - Venue Hire & Commercial Filming Security Services

Board of Trustees of the Royal Botanic Gardens Kew

F02: Contract notice

Notice identifier: 2022/S 000-019706

Procurement identifier (OCID): ocids-h6vhtk-0353a2

Published 19 July 2022, 8:22pm

Section I: Contracting authority

I.1) Name and addresses

Board of Trustees of the Royal Botanic Gardens Kew

Kew Green

RICHMOND

TW93AB

Contact

Sarah Jandu

Email

procurement@kew.org

Country

United Kingdom

NUTS code

UKI75 - Hounslow and Richmond upon Thames

Internet address(es)

Main address

www.kew.org

I.3) Communication

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

<https://defra.bravosolution.co.uk/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://defra.bravosolution.co.uk/web/login.html>

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Environment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

RBGKEW1084 - Venue Hire & Commercial Filming Security Services

Reference number

RBGKEW1084

II.1.2) Main CPV code

- 79710000 - Security services

II.1.3) Type of contract

Services

II.1.4) Short description

Royal Botanic Gardens, Kew is looking for a supplier to provide security services at the majority of its Venue Hire Events and Commercial Media Shoots.

The majority of the events broadly fall into the extended 'wedding season' of April to October, during which time there are frequently multiple events taking place on the same day. Events often take place on Friday, Saturdays and Sundays, but can occur any day of the week including Bank Holidays.

Along with Kew's Venue Hire events there is also the opportunity to provide services for our Foundation Events department. They require Event security staff to support with a variety of member and donor events including official visits to the Gardens they host across the year. These services will be required on an ad hoc basis and are not always hosted within our venue portfolio.

II.1.5) Estimated total value

Value excluding VAT: £1,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79710000 - Security services

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

Kew Gardens

II.2.4) Description of the procurement

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II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 65

Cost criterion - Name: Cost / Weighting: 35

II.2.6) Estimated value

Value excluding VAT: £1,000,000

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

Duration in months

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 10

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

2 options to extend of 12 months each

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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

18 August 2022

Local time

9:30am

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

6 September 2022

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

English

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

To be confirmed

London

Country

United Kingdom