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Tender

Event Services including Equipment and Event Stewarding.

South Tyneside Council

F02: Contract notice

Notice identifier: 2021/S 000-020115

Procurement identifier (OCID): ocids-h6vhtk-02d602

Published 17 August 2021, 3:40pm

The closing date and time has been changed to:

23 September 2021, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

South Tyneside Council

Town Hall, Westoe Road

South Shields

NE332RL

Contact

Nicola Bell

Email

nicola.bell@southtyneside.gov.uk

Telephone

+44 1914244076

Country

United Kingdom

NUTS code

UKC2 - Northumberland and Tyne and Wear

Internet address(es)

Main address

<https://www.southtyneside.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/Login>

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/Login>

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

Event Services including Equipment and Event Stewarding.

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

Supply of event services including equipment and event stewarding.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Barriers

Lot No

1

II.2.2) Additional CPV code(s)

- 34928110 - Road barriers
- 34928300 - Safety barriers

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

South Tyneside Council Events Team require various types of barriers for use at outdoor events. Items will be principally hired for use at South Tyneside Festival events including the South Tyneside Festival Parade (usually the first Saturday in July) and Bents Park Concert programme which takes place on consecutive Sundays during July and early August. In addition, there may be ad hoc requirements throughout the year.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend for a further 2 x 12 months

II.2) Description**II.2.1) Title**

Stages

Lot No

2

II.2.2) Additional CPV code(s)

- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

South Tyneside Council require the provision of temporary demountable structures, including stages, for the delivery of the annual event programme. The requirements will vary depending on the event

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend available for 2 x 12 months

II.2) Description

II.2.1) Title

Big Screens

Lot No

3

II.2.2) Additional CPV code(s)

- 32000000 - Radio, television, communication, telecommunication and related equipment
- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

South Tyneside Council require the provision of temporary demountable structures, including large outdoor screen, for the delivery of the annual event programme. The requirements will vary depending on the event.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend available 2 x 12 months

II.2) Description

II.2.1) Title

Toilets

Lot No

4

II.2.2) Additional CPV code(s)

- 24955000 - Chemical toilets

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

Provision of chemical toilets for hire at mass events

Provide standard chemical WC's complete with:

- Fresh water sink
- Soap and dispenser
- Toilet tissue and dispenser
- Hand towels and dispenser
- Dimensions (approx.) Depth: 1219 mm, Width: 1118 mm, Height: 2286 mm
- Weekly cleaning and replenishing

Provide standard disabled chemical WC's complete with:

- Fresh water sink

- Soap and dispenser
- Toilet tissue and dispenser
- Hand towels and dispenser
- Dimensions (approx.) Depth: 157 cm, Width: 157 cm, Height: 231cm
- Weekly cleaning and replenishing

4 Bay urinal pods:

- Minimum capacity of 400 litres (approx. 1500 pees)
- Min Height of unit: 1600mm
- Free standing and self-contained
- Weekly cleaning /servicing

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend available 2 x 12 months

II.2) Description

II.2.1) Title

Office and Storage Units

Lot No

5

II.2.2) Additional CPV code(s)

- 44211100 - Modular and portable buildings
- 44211110 - Cabins

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

South Tyneside Council require suitable and adequate anti vandal storage and office units for use at the large-scale events.

General Specification

Provide 20' steel clad anti vandal storage

Provide 10' steel clad anti vandal office

Provide 20' steel clad anti vandal office

Provide 32' steel clad anti vandal unit with two offices, split with central

Corridor

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend available 2 x 12 months

II.2) Description

II.2.1) Title

PA

Lot No

6

II.2.2) Additional CPV code(s)

- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

Provision of high-quality PA systems for use at outdoor events. The requirements will vary depending on the event and could be stand alone or built into a stage rigging system.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend available 2 x 12 months

II.2) Description

II.2.1) Title

Lighting

Lot No

7

II.2.2) Additional CPV code(s)

- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

The provision of temporary lighting for use outdoor. To include stage and stand-alone effects. The requirements will vary depending on the event.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend available 2 x 12 months

II.2) Description

II.2.1) Title

Marquees, Tables and Chairs

Lot No

8

II.2.2) Additional CPV code(s)

- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

The provision of temporary demountable structures, including marquees, tables and chairs for the delivery of the annual event programme. The requirements will vary depending on the event.

Events:

Parade Day, Bents Park

- 66m x 15m three-sided marquee
- 12m x 15m of the above structure to be fully lined, floored and carpeted for VIP hospitality complete with wooden/glass double doors.

Second Site

- 30m x 20m three-sided marquee
- 30m x 40m three-sided marquee

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend available 2 x 12 months

II.2) Description

II.2.1) Title

Radios

Lot No

9

II.2.2) Additional CPV code(s)

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

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

South Tyneside Council require the dry hire of a suitable radio system for a variety of events.

General Specification

Approx. 50 radios complete with charging units and earpieces/microphone for weekend hire

Approx. 15 noise cancelling headsets

All to be fit for purpose for outdoor events with a heavy footfall and in turn excessive noise. These include but are not limited to firework displays (November), concerts and parades (July / August)

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend available 2 x 12 months

II.2) Description

II.2.1) Title

Event Stewarding

Lot No

10

II.2.2) Additional CPV code(s)

- 79710000 - Security services

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

South Tyneside Council deliver a wide programme of event activity throughout the year which requires stewarding support. The contractor appointed to deliver this support must be a Security Industry Authority (SIA) approved contractor. The roles along with the minimum level of qualifications required are:

- Event Steward - NVQ or City and Guilds Level 2 Spectator Safety or equivalent plus proof of completion of ACT Awareness eLearning
- Pit Stewards - As above plus Level 2 Award Front of Stage Pit Barrier Operations (RQF)/ HABC L2 Front of Stage Pit Barrier Control plus proof of completion of ACT Awareness eLearning
- Door Supervisors/ Bag Search Stewards - SIA Level 2 Door Supervisor plus proof of completion of ACT Awareness eLearning
- Steward Supervisor - NVQ or City & Guilds Level 3 or 4 Spectator Safety plus proof of completion of ACT Awareness eLearning

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend available 2 x 12 months

II.2) Description

II.2.1) Title

PA, Lighting and AV Provision for indoor events

Lot No

11

II.2.2) Additional CPV code(s)

- 79952000 - Event services

II.2.3) Place of performance

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

II.2.4) Description of the procurement

South Tyneside Council require the provision of high-quality systems for use at indoor events such as the Staff Awards, Mayors Civic Ball and Civic Carol Concert The requirements may vary depending on the event and artist requirements.

Specification may vary depending on specific event requirements, however for purposes of this tender, please provide details for the following:

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

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: Yes

Description of options

Option to extend for 2 x 12 months

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

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

Originally published as:

Date

21 September 2021

Local time

12:00pm

Changed to:

Date

23 September 2021

Local time

12:00pm

See the [change notice](#).

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

English

IV.2.7) Conditions for opening of tenders

Date

21 September 2021

Local time

12:01pm

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 Court of Justice

Strand

London

WC2A2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Any review proceedings should be promptly brought to the attention of the South Tyneside Council Head of Legal Services at Town Hall & Civic Offices, Westoe Road, South Shields NE33 2RL and will be dealt within accordance with the requirements of the Public Contracts Regulations 2015 ("PCR 2015"). Any

review proceedings must be brought within the timescales specified by the applicable law, including, without

limitation, PCR 2015. In accordance with PCR 2015, the Council will incorporate a minimum 10 calendar day

standstill period from the date information on the award of the contract is communicated to tenderers.