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Planning

CU.1022.ZS - Framework for the Supply, Erection, Maintenance and Removal of Marquees and Associated Equipment

Cardiff University

F01: Prior information notice

Reducing time limits for receipt of tenders

Notice identifier: 2023/S 000-020484

Procurement identifier (OCID): ocds-h6vhtk-03e28a

Published 17 July 2023, 1:13pm

Section I: Contracting authority

I.1) Name and addresses

Cardiff University

Procurement Services, McKenzie House, 30-36 Newport Road

Cardiff

CF24 0DE

Email

procurement@cardiff.ac.uk

Telephone

+44 2920879648

Country

United Kingdom

NUTS code

UKL - Wales

Internet address(es)

Main address

<http://www.cardiff.ac.uk/business/why-work-with-us/for-suppliers>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0258

I.3) Communication

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/cardiffuniversity/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://in-tendhost.co.uk/cardiffuniversity/>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

CU.1022.ZS - Framework for the Supply, Erection, Maintenance and Removal of Marquees and Associated Equipment

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

Cardiff University is looking to establish a single supplier framework for Marquee and associated equipment hire. The University requires various Marquee options for various types of events throughout the term of the framework.

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)

- 44212320 - Miscellaneous structures
- 39522530 - Tents

II.2.3) Place of performance

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

II.2.4) Description of the procurement

Cardiff University is looking to establish a single supplier framework for Marquee and associated equipment hire. The University requires various Marquee options for various types of events throughout the term of the framework. These events include but are not limited to:

- Graduations
- Open days
- Events e.g., conferences

The key purpose of establishing this framework, will be for annual Graduation Ceremonies. Graduations are expected to take place annually usually in July. Other requirements are throughout the year and may include ad hoc Open Days and Conferences or events. The majority of the events would be held in the Civic Centre around Park Place but may be in any location in around Cardiff University premises. See link below.

<https://intranet.cardiff.ac.uk/staff/about-us/finding-your-way-around/map>

The University is looking for a contractor who will be required to act as the Principal Designer and Principal Contractor for all works associated with the supply and installation of Marquees, in accordance with the HSE CDM Roles and Duties 2015. (<https://www.hse.gov.uk/entertainment/cdm-2015/roles-and-duties.htm>)

The successful bidder appointed to the framework will be required to be MUTA Registered and work to MUTA best practices throughout the contract term including any extension to this framework for the provision of temporary demountable fabric structures for events.

Associated equipment will not be required for all marquee requirements however for larger events, graduation and some conferences there may be the need for the delivery to include but not be limited to:

- Generators
- Heating, ventilation and air conditioning
- Lighting and temporary installations
- Welfare Facilities

This PIN is not a call for competition. By publishing this PIN, Cardiff University may avail itself of the opportunity to reduce the submission period from 30 days (with electronic submission) to 15 days (if the PIN has been published for at least 35 days and no longer than 12 months)

All procurement documents will be available free of charge via the University's e-tendering portal: In-Tend

<https://in-tendhost.co.uk/cardiffuniversity/>

DOCUMENTS ONCE RELEASED; MUST BE ACCESSED AND SUBMISSIONS MADE VIA THIS PORTAL.

Interested organisations are encouraged to register on Sell2Wales and the In-Tend system in advance so they are alerted to the release of the documents without delay.

The University is not inviting any formal response to this early opportunity notice. Please await the release of the procurement documentation and Contract Notice. However, if you have any feedback on the proposed tender method which you consider imperative to your company's bid/no bid decision please contact the buyer directly.

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

12

This contract is subject to renewal

Yes

Description of renewals

Framework additional options to extend 3 x 12 months

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.3) Estimated date of publication of contract notice

31 August 2023

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

The successful bidder appointed to the framework will be required to be MUTA Registered and work to MUTA best practices throughout the contract term including any extension to this framework for the provision of temporary demountable fabric structures for events.

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

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 a single operator

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.2.5) Scheduled date for start of award procedures

11 December 2023

Section VI. Complementary information

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

(WA Ref:133267)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom