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Planning

## **Travel, Transport, Accommodation & Venue Solutions**

The Minister for the Cabinet Office acting through Crown Commercial Service (CCS)

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-022524

Procurement identifier (OCID): ocids-h6vhtk-03ec93

Published 2 August 2023, 5:36pm

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

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

The Minister for the Cabinet Office acting through Crown Commercial Service (CCS)

9th Floor, The Capital, Old Hall Street

Liverpool

L3 9PP

#### **Email**

[supplier@crowncommercial.gov.uk](mailto:supplier@crowncommercial.gov.uk)

#### **Telephone**

+44 3454102222

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/crown-commercial-service>

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Ministry or any other national or federal authority

**I.5) Main activity**

General public services

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**Section II: Object**

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

**II.1.1) Title**

Travel, Transport, Accommodation & Venue Solutions

Reference number

RM6342

**II.1.2) Main CPV code**

- 63516000 - Travel management services

**II.1.3) Type of contract**

Services

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

Crown Commercial Service (CCS) as the Authority intends to put in place an agreement for the provision of Travel, Transport, Accommodation & Venue Solutions to be utilised by Central Government Departments and all other UK Public Sector Bodies, including but not limited to Local Authorities, Health, Police, Fire and Rescue, Education and Devolved Administrations. This will also include British and foreign nationals in the event that the UK Government is supporting them as part of an emergency and/or crisis management response. The lotting structure of this framework will be determined as a result of the market engagement

Further information is included in the Additional Information section VI.3.

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

Value excluding VAT: £12,000,000,000

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

This contract is divided into lots: No

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

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

- 30237240 - Web camera
- 33140000 - Medical consumables
- 33952000 - Transport equipment and auxiliary products to transportation
- 34114122 - Patient-transport vehicles
- 34114210 - Prisoner-transport vehicles
- 34114400 - Minibuses
- 34115200 - Motor vehicles for the transport of fewer than 10 persons
- 34120000 - Motor vehicles for the transport of 10 or more persons
- 34121000 - Buses and coaches
- 34121100 - Public-service buses

- 34121300 - Double-decker buses
- 34121400 - Low-floor buses
- 34121500 - Coaches
- 34500000 - Ships and boats
- 34510000 - Ships
- 34512000 - Ships and similar vessels for the transport of persons or goods
- 34512200 - Cruise ships
- 38950000 - Polymerase Chain Reaction (PCR) equipment
- 48222000 - Web server software package
- 50111000 - Fleet management, repair and maintenance services
- 50240000 - Repair, maintenance and associated services related to marine and other equipment
- 50241100 - Vessel repair services
- 55000000 - Hotel, restaurant and retail trade services
- 55100000 - Hotel services
- 55110000 - Hotel accommodation services
- 55120000 - Hotel meeting and conference services
- 55130000 - Other hotel services
- 55200000 - Camping sites and other non-hotel accommodation
- 55210000 - Youth hostel services
- 55220000 - Camping-site services
- 55240000 - Holiday centre and holiday home services
- 55250000 - Letting services of short-stay furnished accommodation
- 55270000 - Services provided by bed and breakfast establishments
- 60000000 - Transport services (excl. Waste transport)
- 60100000 - Road transport services
- 60112000 - Public road transport services

- 60120000 - Taxi services
- 60130000 - Special-purpose road passenger-transport services
- 60140000 - Non-scheduled passenger transport
- 60170000 - Hire of passenger transport vehicles with driver
- 60171000 - Hire of passenger cars with driver
- 60172000 - Hire of buses and coaches with driver
- 60180000 - Hire of goods-transport vehicles with driver
- 60200000 - Railway transport services
- 60400000 - Air transport services
- 60410000 - Scheduled air transport services
- 60420000 - Non-scheduled air transport services
- 60423000 - Air-charter services
- 60424000 - Hire of air transport equipment with crew
- 60424100 - Hire of aircraft with crew
- 60424110 - Hire of fixed-wing aircraft with crew
- 60424120 - Hire of helicopters with crew
- 60600000 - Water transport services
- 60650000 - Hire of water transport equipment with crew
- 60651000 - Hire of vessels with crew
- 60651100 - Hire of sea-going vessels with crew
- 60651200 - Hire of inland waterway vessels with crew
- 60653000 - Hire of boats with crew
- 63000000 - Supporting and auxiliary transport services; travel agencies services
- 63500000 - Travel agency, tour operator and tourist assistance services
- 63510000 - Travel agency and similar services
- 63515000 - Travel services

- 63520000 - Transport agency services
- 63710000 - Support services for land transport
- 63711000 - Support services for railway transport
- 63712000 - Support services for road transport
- 63720000 - Support services for water transport
- 63726000 - Miscellaneous water transport support services
- 63726400 - Ship chartering services
- 63726600 - Ship-operating services
- 63730000 - Support services for air transport
- 70130000 - Letting services of own property
- 70300000 - Real estate agency services on a fee or contract basis
- 70333000 - Housing services
- 71320000 - Engineering design services
- 75122000 - Administrative healthcare services
- 75231200 - Services related to the detention or rehabilitation of criminals
- 75240000 - Public security, law and order services
- 79111000 - Legal advisory services
- 79415200 - Design consultancy services
- 79430000 - Crisis management services
- 79530000 - Translation services
- 79540000 - Interpretation services
- 79625000 - Supply services of medical personnel
- 79710000 - Security services
- 79900000 - Miscellaneous business and business-related services
- 79952000 - Event services
- 79993000 - Building and facilities management services

- 79997000 - Business travel services
- 85000000 - Health and social work services
- 85100000 - Health services
- 85300000 - Social work and related services
- 85311000 - Social work services with accommodation
- 85312400 - Welfare services not delivered through residential institutions
- 85320000 - Social services
- 98000000 - Other community, social and personal services
- 98340000 - Accommodation and office services
- 98341000 - Accommodation services
- 98341100 - Accommodation management services

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

NUTS codes

- UK - United Kingdom

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

The solutions provided by this framework agreement will include but not be limited to the following services:

Core business travel and venue services management will include, but not be limited to:

? all air booking services

? all rail booking services

? all accommodation booking services

? all ferry booking services

? booking of boat/vessel, air and helicopter charter services

? venue find of all types and supporting ancillary services (ancillary services could include but not limited to ground transportation, food and beverages and laundry)

? virtual/digital meeting and hybrid, conference and events solutions including group accommodation and equipment

? ground transportation including but not limited to vehicle hire (without a driver), the booking of both pre-booked and ad-hoc taxis, chauffeured cars, mini-buses, coaches, including for usage as non-emergency ambulance service (with a driver)

? other business travel ancillary services such as passport, visa and currency services

? travel safety and risk management solutions such as 24-hour medical assistance and tracking

? choice of UK or overseas points of sale (point of sale refers to the country where you book and pay for travel)

Emergency travel response solutions to support UK and overseas citizens or refugees who are under the care of a public sector organisation including, but not limited to

? Repatriation and supporting services

? venue finding of all types (exclusive and/or part use) and supporting services, including but not limited to ground transportation, equipment, food & beverage, wraparound welfare (including but not limited to social and educational services, translation services and site security provision), covid (or similar) test kits

? emergency chartering services of aircraft, vessels or ground transportation solutions, including the sourcing and management of design/refitting solutions to meet a specific specification if required by the buyer

? emergency accommodation and shelter booking services for vulnerable groups that may include all types of accommodation and associated modifications, including but not limited to room layout or security arrangements if required by the buyer

The provision of approved programmes of travel, accommodation and support services for UK and overseas citizens or refugees who are under the care of a public sector organisation, such as Rough Sleepers or Asylum Seekers. Special programmes may utilise any of the services listed above under core or emergency elements.

### **II.3) Estimated date of publication of contract notice**

20 March 2024



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## Section IV. Procedure

### IV.1) Description

#### IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

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## Section VI. Complementary information

### VI.3) Additional information

As part of this contract notice the following documents can be accessed at:

<https://www.contractsfinder.service.gov.uk/Notice/4d8bf661-b5cf-4a27-a782-330949338461>

This Prior Information Notice is to signal an intention to commence market engagement with those within the Travel and Venue Management Services market.

Crown Commercial Service intends to hold a market engagement face to face session on Wednesday 16th August 2023 and Wednesday 23rd August with suppliers interested in potentially bidding for the resulting framework contract. If you are interested in attending a market engagement session please express your interest by registering below:

Wednesday 16th August - <https://www.eventbrite.co.uk/e/ccs-travel-transport-accommodation-venue-solutions-supplier-engagement-tickets-681633242377>

The deadline for registrations for this event is until places are full, or noon on 11th August 2023

Wednesday 23rd August

-<https://www.eventbrite.co.uk/e/ccs-travel-transport-accommodation-venue-solutions-supplier-engagement-tickets-681642580307>

The deadline for registrations for this event is until places are full, or noon on 17th August 2023

Crown Commercial Service (CCS) will use an eSourcing system for this competition and reserves the right to use an electronic auction. The eSourcing system we will use is <https://crowncommercialservice.bravosolution.co.uk>.

Please note that, to register, you must have a valid DUNS number (as provided by Dun and Bradstreet) for the organisation which you are registering, who will be entering into a

contract if invited to do so.

The value in II.1.5 is an indicative value over 4 years.

The date in II.3) is the estimated date of publication, please refer to the CCS website page <https://www.crowncommercial.gov.uk/agreements/upcoming> for updates and monitor Find A Tender Service for the publication of the contract notice.

The Cyber Essentials scheme is mandatory for Central Government Contracts which involve handling personal information and providing certain ICT products and services. The Government is taking steps to further reduce the levels of cyber security risk in its supply chain through the Cyber Essentials scheme. The scheme defines a set of controls which, when properly implemented, will provide organisations with basic protection from the most prevalent forms of threat coming from the internet.

To participate in this procurement, bidders will be required to demonstrate that they are Cyber Essentials Plus certified for the services under and in connection with the procurement.

The service that arise from this framework will involve the supplier holding material that has been assigned a protective marking under the Government Security Classifications Scheme (April 2014) of OFFICIAL/SENSITIVE. Bidders will be required to implement their solution in accordance with the Framework Agreement Schedule, "Security Requirement and Plan", to meet Framework Agreement requirements. This will be released at the ITT stage.