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Tender

CWC23033 - Audio-visual (AV) Conference Equipment and Associated Services

Wolverhampton City Council

F02: Contract notice

Notice identifier: 2023/S 000-022603

Procurement identifier (OCID): ocds-h6vhtk-03ecc4

Published 3 August 2023, 1:47pm

Section I: Contracting authority

I.1) Name and addresses

Wolverhampton City Council

Civic Centre, St Peters Square

Wolverhampton

WV1 1RL

Contact

Mr Sean Hynes

Email

Sean.Hynes@wolverhampton.gov.uk

Telephone

+44 1902556556

Country

United Kingdom

Region code

UKG - West Midlands (England)

Internet address(es)

Main address

<http://www.wolverhampton.gov.uk>

Buyer's address

<http://www.wolverhampton.gov.uk>

I.3) Communication

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

www.wolverhamptontenders.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.wolverhamptontenders.com

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

CWC23033 - Audio-visual (AV) Conference Equipment and Associated Services

Reference number

DN682847

II.1.2) Main CPV code

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

II.1.3) Type of contract

Supplies

II.1.4) Short description

The scope of this contract shall cover:

- Audio-visual (AV) conference equipment and associated services directly related with installing, testing, and commissioning it.
- A hybrid meeting solution for the meeting rooms described in this document.
- A maintenance and support facility for four years for the audio-visual system and associated hardware

The Council would like to procure services to update existing AV equipment at the Civic Centre and implement functionality required to enhance our video conferencing capabilities. The goal is to support our digital approach for collaborative working. At present, the Council has limited audio and visual capabilities to facilitate medium, and large-scale video conferencing using Microsoft Teams.

Site Visits 12 August or 19 August (any bidder will only be allowed one site visit on any of the allocated days)

Site Visit Civic Centre 09:00 - 11:00 (a maximum of 2 people per organisation only)

A maximum of 7 organisation per visit per weekend. If this allocation is fully taken the Council will consider alternative times on these days. This is subject to Council discretion. These sessions will be limited to ten suppliers with a maximum of two representatives per supplier. These sessions will be on a first come first serve basis. Please submit your request for a site visit via the e-tendering portal messaging session by no later than Wednesday 9th August 2023. If the number of requests to schedule a site visit exceeds the number of slots available, additional dates will be made available at the councils

discretion.

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKG - West Midlands (England)

II.2.4) Description of the procurement

The scope of this contract shall cover:

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request for a site visit via the e-tendering portal messaging session by no later than Wednesday 9th August 2023. If the number of requests to schedule a site visit exceeds the number of slots available, additional dates will be made available at the councils discretion.

II.2.5) Award criteria

Quality criterion - Name: Quality and Social Value / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £400,000

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Renewals will be considered at the end of year 3 of the contract

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

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

4 September 2023

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

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

4 September 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Director of Governance

Wolverhampton

Country

United Kingdom