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Tender

## **Major Ceremonial State Event Accreditation Portal**

Department for Culture, Media and Sport

F02: Contract notice

Notice identifier: 2024/S 000-023207

Procurement identifier (OCID): ocds-h6vhtk-04848d

Published 25 July 2024, 12:30pm

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

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

Department for Culture, Media and Sport

100 Parliament Street

London

SW1A 2BQ

#### **Contact**

Alex Carvlin

#### **Email**

[commercial@dcms.gov.uk](mailto:commercial@dcms.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKI - London

**Internet address(es)**

Main address

[www.dcms.gov.uk](http://www.dcms.gov.uk)

Buyer's address

[www.dcms.gov.uk](http://www.dcms.gov.uk)

**I.3) Communication**

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

<http://dcms.my.site.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://dcms.my.site.com/>

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

Ministry or any other national or federal authority

**I.5) Main activity**

Recreation, culture and religion

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## **Section II: Object**

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

#### **II.1.1) Title**

Major Ceremonial State Event Accreditation Portal

Reference number

104086

#### **II.1.2) Main CPV code**

- 48000000 - Software package and information systems

#### **II.1.3) Type of contract**

Supplies

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

The Department for Culture, Media and Sport seeks to procure the services of a specialist events Supplier who is capable of delivering an online accreditation portal to manage people and vehicles for a Major Ceremonial State Event.

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

This contract is divided into lots: No

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

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

- 79952000 - Event services

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

NUTS codes

- UKI - London

Main site or place of performance

London

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

The procurement shall be undertaken following an Open Procedure process as outlined in the procurement documentation associated with this procurement.

#### **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

Yes

Description of renewals

Draft Contract contains the option to extend the proposed Contract by an additional twelve (12) months.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

Draft Contract contains the option to extend the proposed Contract by an additional twelve (12) months.

The Contract also contains the option to activate the Scope of Work delivery element as described in the associated procurement documentation.

#### **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.2.14) Additional information**

The Contract is for 104086 - Ceremonials Accreditation

To obtain further information, including all documentation, please follow these steps:

1. Log in to the supplier portal at <http://dcms.my.site.com/>
2. Locate the opportunity using 'My Proposals and Quotes'
3. Download the ITT and draft Order Form for review
4. Click 'Accept' if you wish to respond

If you cannot see the opportunity after following the above, please contact [support@atamis.co.uk](mailto:support@atamis.co.uk) who are able to assist with any project access issues or any log-in/registration issues.

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## **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

As detailed in the procurement documentation

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

As detailed in the procurement documentation

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## **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

26 August 2024

Local time

10:00am

#### **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: 90 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

26 August 2024

Local time

10:00am

Place

London

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## **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**

High Court of England and Wales

7 Rolls Building, Fetter Lane, London EC4A 1NL

London

EC4A1NL

Country

United Kingdom

Internet address

<https://www.judiciary.uk/>

#### **VI.4.2) Body responsible for mediation procedures**

High Court of England and Wales

7 Rolls Building, Fetter Lane, London EC4A 1NL

London

EC4A1NL

Country

United Kingdom

Internet address

<https://www.judiciary.uk/>

