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Tender

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London Luton Airport Operations Limited

F02: Contract notice

Notice identifier: 2025/S 000-023988

Procurement identifier (OCID): ocds-h6vhtk-051b07

Published 21 May 2025, 2:26pm

## **Section I: Contracting authority**

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

London Luton Airport Operations Limited

Percival House, Percival Way

Luton

LU2 9NU

#### **Contact**

Cherelle Luke

#### **Email**

[cherelle.luke@ltn.aero](mailto:cherelle.luke@ltn.aero)

#### **Telephone**

+44 1582405100

**Fax**

+44 1582405100

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://london-luton.ukp.app.jaggaer.com/>

**I.3) Communication**

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

<https://london-luton.ukp.app.jaggaer.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://london-luton.ukp.app.jaggaer.com/>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Regional or local Agency/Office

**I.5) Main activity**

Other activity

Christmas Decorations

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## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

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Reference number

L25027-T-CL

#### II.1.2) Main CPV code

- 42131300 - Christmas trees and other assemblies of valves

#### II.1.3) Type of contract

Supplies

#### II.1.4) Short description

London Luton Airport (LLA) is seeking a supplier to fully manage the design, installation, maintenance, and removal of Christmas decorations throughout the airport terminal. The decorations must be in place and operational from early November through to the first week of January each year.

The contract will run for an initial period of two (2) years, with the option to extend for up to a further two years (2+1+1). This will be a zero-value agreement with no guaranteed spend by LLA.

#### II.1.5) Estimated total value

Value excluding VAT: £280,000

#### II.1.6) Information about lots

This contract is divided into lots: No

### II.2) Description

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

- 42131300 - Christmas trees and other assemblies of valves

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

Luton

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

Supplies/Services - London Luton Airport (LLA) is seeking a supplier to fully manage the design, installation, maintenance, and removal of Christmas decorations throughout the airport terminal. The decorations must be in place and operational from early November through to the first week of January each year.

The contract will run for an initial period of two (2) years, with the option to extend for up to a further two years (2+1+1). This will be a zero-value agreement with no guaranteed spend by LLA.

## **II.2.5) Award criteria**

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

## **II.2.6) Estimated value**

Value excluding VAT: £280,000

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

Duration in months

60

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: 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

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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

Prospective bidders must be able to demonstrate previous experience of similar work and be prepared to provide references.

Applications are welcome from single organisations or consortia from the public, private and voluntary/community sector.

To access this or any other LLA open tenders, please visit the LLA e-Tendering Portal below where you can view the necessary tendering documents and express your interest.

<https://london-luton.ukp.app.iaggaer.com/>

All tender opportunities can be found under the My ITT tab in the sourcing area on the portal. If this is your first time using this portal, you will need to register in order to Express Interest. Click on the 'Register here' button in order start the process, if you are already registered on the LLA e-Tendering portal simply enter your details and login as usual.

During registration, simply complete the information required, please note you must express an interest through this portal in order to be attached to the tender project.

After expressing interest and reviewing any tender documents, in order to progress you will also be asked whether or not you wish to Intend To Respond or Decline To Respond, click the appropriate button.

Doing so will indicate to the buyers your intention to either make a submission or not and allow you to progress. Once you have expressed an interest and intend to respond, you will be able to submit a response and use the messages tab to ask any tender related questions.

We accept no liability if you have not expressed an interest in the tender.

### **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**

Please see tender documents

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## **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 a single operator

In the case of framework agreements, provide justification for any duration exceeding 4 years:

n/a

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

The procurement is covered by the Government Procurement Agreement: No

#### **IV.2) Administrative information**

##### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

17 June 2025

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: 60 (from the date stated for receipt of tender)

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

Date

17 June 2025

Local time

12:00pm

Place

Luton

Information about authorised persons and opening procedure

Buyer -

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 4 years

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

na

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

London Luton Airport

Percival House, Percival Way, Luton, Bedfordshire

Luton

LU2 9NU

Telephone

+44 1582405100

Country

United Kingdom

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

London Luton Airport ( Legal Team)

Percival House

Luton

LU2 9NU

Country

United Kingdom