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Tender

The Provision of Temporary Structures for Graduation Ceremonies

University of Hertfordshire

F02: Contract notice

Notice identifier: 2023/S 000-025891

Procurement identifier (OCID): ocds-h6vhtk-03f93d

Published 1 September 2023, 4:08pm

Section I: Contracting authority

I.1) Name and addresses

University of Hertfordshire

Maclaurin Building, 4 Bishops Square

Hatfield

AL10 8NE

Email

d.evershed@herts.ac.uk

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

www.herts.ac.uk

I.3) Communication

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

<http://in-tendhost.co.uk/universityofhertfordshire>

Additional information can be obtained from the above-mentioned address

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

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

The Provision of Temporary Structures for Graduation Ceremonies

Reference number

23006

II.1.2) Main CPV code

- 44212320 - Miscellaneous structures

II.1.3) Type of contract

Supplies

II.1.4) Short description

The University of Hertfordshire is conducting a tender exercise in order to set up a contract with the successful bidder for the provision of temporary structures for use at the University's graduation ceremonies taking place each September and February from September 2024 to February 2027 with an option to extend to February 2029. The ceremonies will take place in February and September of each academic year, and the successful contractor will be responsible for the supply, install and removal of the temporary structures. The ceremonies currently take place on the historically significant site of St Albans Abbey. Site visit for the current years ceremonies will take place on Wednesday 13th September 2023. Assuming the site visit is of interest, please confirm attendance by email to d.evershed@herts.ac.uk as soon as possible and no later than 5pm on Monday 11th September 2023, providing the full name, job title and email address of all those attending. Maximum 2 attendees per company

II.1.5) Estimated total value

Value excluding VAT: £1,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

The University of Hertfordshire is conducting a tender exercise in order to set up a contract with the successful bidder for the provision of temporary structures for use at the University's graduation ceremonies taking place each September and February from September 2024 to February 2027 with an option to extend to February 2029. The ceremonies will take place in February and September of each academic year, and the successful contractor will be responsible for the supply, install and removal of the temporary structures. The ceremonies currently take place on the historically significant site of St Albans Abbey. Site visit for the current years ceremonies will take place on Wednesday 13th September 2023. Assuming the site visit is of interest, please confirm attendance by email to d.evershed@herts.ac.uk as soon as possible and no later than 5pm on Monday 11th September 2023, providing the full name, job title and email address of all those attending. Maximum 2 attendees per company

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: £1,500,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

option to extend by 1 year + 1 year

II.2.10) Information about variants

Variants will be accepted: Yes

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

2 October 2023

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

2 October 2023

Local time

12:01pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Tender documentation is available at <https://in-tendhost.co.uk/universityofhertfordshire> under the Current Tenders link where you can view the project details. If the tender is of further interest, express an interest in the project and register your organisation with our e-tendering system. Once your registration has been accepted, and you have received your login details by email, you can login to view and download the tender documentation in the My Tenders section of the website.

VI.4) Procedures for review

VI.4.1) Review body

High Court

London

Country

United Kingdom