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Tender

GSP1257 - Floristry Services

The Corporate Officer of the House of Lords and the Corporate Officer of the House of Commons

F02: Contract notice

Notice identifier: 2021/S 000-026122

Procurement identifier (OCID): ocds-h6vhtk-02ed77

Published 19 October 2021, 12:53pm

Section I: Contracting authority

I.1) Name and addresses

The Corporate Officer of the House of Lords and the Corporate Officer of the House of Commons

UK Parliament, Westminster, London, SW1A 0AA

London

SW1A 0AA

Contact

Victoria Carpenter

Email

carpenterv@parliament.uk

Telephone

+44 2072193711

Country

United Kingdom

NUTS code

UKI32 - Westminster

Internet address(es)

Main address

<https://in-tendhost.co.uk/parliamentuk.aspx/Home>

Buyer's address

<https://in-tendhost.co.uk/parliamentuk.aspx/Home>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://in-tendhost.co.uk/parliamentuk.aspx/Home>

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

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

GSP1257 - Floristry Services

Reference number

GSP1257

II.1.2) Main CPV code

- 77330000 - Floral-display services

II.1.3) Type of contract

Services

II.1.4) Short description

The Authority requires a Contractor to provide a wide range of high-quality fresh cut flower displays and plants for use within banqueting and dining room events, special occasions and as and when the requirement arises for fresh cut flower displays and plants across the Catering Services of both Houses of Parliament. The majority of these events are revenue generating and will be hosted by external organisations. The potential value of the contract does not represent a likely cost to the Authority itself as most will be paid by organisations hosting these events.

II.1.5) Estimated total value

Value excluding VAT: £275,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 77330000 - Floral-display services
- 79952000 - Event services

- 03121210 - Floral arrangements

II.2.3) Place of performance

NUTS codes

- UKI32 - Westminster

II.2.4) Description of the procurement

The SQ/ITT documents are accessible via UK Parliament's e-procurement portal: <http://in-tendhost.co.uk/parliamentuk>. Tender submissions must be uploaded to the e-procurement portal; electronic responses submitted via e-mail are not acceptable. To access these documents select the tender reference GSP1257 in the 'current tenders' list, click on the 'view tender details' and express interest by clicking on the button provided. You will need to register your company details, thereafter you will be issued with a username and password. If you have previously registered with In-Tend, please follow the link shown which will redirect you to the home page where you can log on using your existing username and password to collect the tender documents. If you have registered and forgotten your username and password, click on the 'forgotten password' link on the In-Tend homepage. Please keep this username and password secure and do not pass it to any third parties. If you are experiencing problems, please contact the PPCS Business Support team via email: ppcs@parliament.uk for further assistance. You are advised to allow sufficient time when responding to this ITT, and for the full uploading of documents, prior to the closing date of 12.00 (noon - UK time) on 19/11/22. Late tenders will not be accepted. If you are uploading multiple documents you will have to individually load one document at a time or you can opt to zip all the documents in an application such as WinZip or WinRAR.

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

36

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

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

19 November 2021

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

19 November 2021

Local time

12:00pm

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

The High Court of Justice, The Strand, London WC2A 2LL, United Kingdom

London

Country

United Kingdom