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Tender

## **FAE-24-002 Portable Staging, Lighting and Sound**

the Education Authority

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-026760

Procurement identifier (OCID): ocds-h6vhtk-051df0 ([view related notices](#))

Published 23 May 2025, 3:33pm

### **Scope**

### **Reference**

FAE-24-002

### **Description**

The Education Authority invites tenders for the supply, delivery, commissioning and installation of Portable Staging, Lighting and Sound equipment. The Framework is divided into three Lots as follows: • Lot 1 Portable Staging • Lot 2 Stage Lighting Equipment • Lot 3 Stage Sound Equipment .

This Framework Agreement is established by the Education Authority and is open to the EA, including NI educational bodies as follows, who at some point, during the life of the Contract may wish to utilise the agreement and should have access at any point, with the permission of EA. This Framework Agreement is not intended to replace any current agreements that participating or nonparticipating institutions may already have in place. Participating institutions may include;

Department of Education - Schools Plus <https://www.educationni.gov.uk/services/schools-plus>

Primary and Post Primary schools under the control of the EA, Catholic Maintained Schools,

Independent Schools in NI, Irish Medium Schools in NI, both Controlled and Voluntary

Grammar Schools, Nursery School for NI (both controlled, and Catholic Maintained), school

meals kitchens on-site at all of these schools, and Controlled Youth Centres.

FE Colleges : <https://www.nidirect.gov.uk/contacts/further-education-fe-colleges>

Further Education Colleges in NI

NICIE - <https://nicie.org/>

Grant Controlled Integrated Education Schools in NI

Independent Schools in NI <https://www.isc.co.uk/schools/northern-ireland/>

EA Teachers' and Educational Centres

Council for the Curriculum, Examination and Assessment NI (CCEA)

Armagh Observatory and Planetarium

Middletown Centre for Autism

Controlled Schools Support Council (CSSC)

Northern Ireland Council for Integrated Education (NICIE)

Pre-Schools and Nurseries included within the EA's Pre-School Education Programme (PSEP)

## **Commercial tool**

Establishes a framework

### **Total value (estimated)**

- £1,000,000 excluding VAT
- £1,200,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 September 2025 to 31 August 2029
- 4 years

### **Main procurement category**

Goods

### **Contract locations**

- UKN - Northern Ireland

### **Lot constraints**

Description of how multiple lots may be awarded:

The award of Lot 1 Portable Staging will be made on a section by section basis to a maximum of 5 Suppliers per section. Suppliers will be ranked in order of the highest combined total score out of 100% for each section where the score for Price is weighted at 100%.

The award of Lots 2 and 3 will be made on a Lot-by-Lot basis to a maximum of 5 Suppliers per lot. Suppliers will be ranked in order of the highest total score out of 100% per Lot where the score for Price is weighted at 100%.

## **Not the same for all lots**

CPV classifications are shown in Lot sections, because they are not the same for all lots.

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## **Lot 1. Portable Staging**

### **Description**

Lot 1 is for the supply and delivery of portable staging.

### **Lot value (estimated)**

- £300,000 excluding VAT
- £360,000 including VAT

Framework lot values may be shared with other lots

### **CPV classifications**

- 39150000 - Miscellaneous furniture and equipment
- 39160000 - School furniture

## **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 2. Stage Lighting Equipment**

### **Description**

Lot 2 is for the supply, delivery and installation of stage lighting equipment.

### **Lot value (estimated)**

- £350,000 excluding VAT
- £420,000 including VAT

Framework lot values may be shared with other lots

### **CPV classifications**

- 31000000 - Electrical machinery, apparatus, equipment and consumables; lighting
- 31500000 - Lighting equipment and electric lamps
- 31600000 - Electrical equipment and apparatus

### **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 3. Stage Sound Equipment**

### **Description**

Lot 3 is for the supply, delivery and installation of stage sound equipment.

### **Lot value (estimated)**

- £350,000 excluding VAT
- £420,000 including VAT

Framework lot values may be shared with other lots

### **CPV classifications**

- 31000000 - Electrical machinery, apparatus, equipment and consumables; lighting
- 32000000 - Radio, television, communication, telecommunication and related equipment
- 31600000 - Electrical equipment and apparatus

### **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Framework**

### **Maximum number of suppliers**

20

### **Maximum percentage fee charged to suppliers**

0%

## **Further information about fees**

N/A

## **Justification for framework term over 4 years**

N/A

## **Framework operation description**

It is envisaged that this is a non-ranked, non-exclusive Framework Agreement, with a maximum of five Suppliers being appointed to each section of Lot 1, and a maximum of five Suppliers being appointed to each of Lots 2 and 3. The Buyer may purchase items from the Framework Agreement via direct call-off or via a mini-competition.

All items awarded under the Framework across all Lots will be available for the Buyer to order directly. The Buyer has the right to select items on the Framework, either via the Core List or Non-Core List, from any Supplier on the respective Framework Agreement Lot based on their operational and technical requirements.

The Buyer also reserves the right to conduct mini competitions for any additional requirements over and above those listed under this Framework Agreement but which fall within the scope of the Framework Agreement, or for any requirements over the value of £10k within a Lot, during the period of the Framework Agreement. For the avoidance of doubt, mini-competitions may only be conducted between all awarded Suppliers within a Lot. It is envisaged that the Buyer may use this mechanism under the Framework where there exists a bulk purchase requirement. Any mini competition will be based on 100% price, however there may be a requirement for additional mandatory criteria specific to each project, for example supply / installation by a specified time / date. For the avoidance of doubt, there is no obligation on the Buyer to conduct a mini competition for requirements in excess of £10k within a Lot, however, the Buyer may do this should they envisage a mini competition could deliver better value for money.

The Buyer reserves the right to add items to or remove items from the Framework Agreement schedule at any time during the period of the Framework agreement. The Supplier is reminded that the extent of these additions/deletions is not limited so long as they are within the scope of the Framework Agreement Lot. Further information in relation to the mechanism used are contained within the tender documents.

## **Award method when using the framework**

Either with or without competition

## **Contracting authorities that may use the framework**

Establishing party only

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## **Participation**

### **Legal and financial capacity conditions of participation**

Lot 1. Portable Staging

Lot 2. Stage Lighting Equipment

Lot 3. Stage Sound Equipment

N/A

### **Technical ability conditions of participation**

Lot 1. Portable Staging

Lot 2. Stage Lighting Equipment

Lot 3. Stage Sound Equipment

CoP - Technical ability to perform the contract - Previous Experience

## **Particular suitability**



**Lot 1. Portable Staging**

**Lot 2. Stage Lighting Equipment**

**Lot 3. Stage Sound Equipment**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

13 June 2025, 3:00pm

### **Tender submission deadline**

25 June 2025, 3:00pm

### **Submission address and any special instructions**

<https://etendersni.gov.uk/>

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

**Award decision date (estimated)**

14 August 2025

**Recurring procurement**

Publication date of next tender notice (estimated): 5 March 2029

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**Award criteria**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Quantitative Award Criteria	Total Price for Evaluation per section/lot	Price	100%

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**Other information****Payment terms**

Orders, if any, may vary from single articles upwards and will be spread over the full period of the Framework Agreement. It is stressed that no guarantee is given that subsequent orders will be placed with a Supplier for any items awarded on the Framework Agreement.

The Buyer will not accept liability for any invoices that do not quote a purchase order number and no goods shall be provided by Suppliers without a confirmed purchase order.

The Supplier must ensure that purchase orders received state the correct prices including all delivery and installation fees (where required), or return for correction prior to the order being fulfilled, as discrepancies could result in delays to invoice payments where purchase orders and invoices do not match.

All delivery, credit notes and invoices submitted must be original documents, copies (NCR, photocopies, or emailed documents) are not acceptable.

Invoices must be in sterling (GBP).

The Supplier must submit invoices directly to the address specified below:

Dundonald, Grahamsbridge Road, Dundonald, Belfast, BT16 2HS or alternative Northern Ireland address, if notified of change by EA during the life of the framework agreement.

On receipt of a valid invoice payments will be made by BACS transfer to the Supplier's nominated account within 30 days. Suppliers are responsible for providing the details of their nominated bank account.

The Buyer reserves the right to withhold payment against any invoice which is not submitted in accordance with the framework agreement, or which covers or purports to relate to goods which have not been provided in accordance with the Framework Agreement and shall forthwith notify the Supplier accordingly in writing.

All invoices must be made payable to the Supplier and not to any nominated sub-Supplier(s) of the Supplier.

## **Description of risks to contract performance**

The estimated Framework value includes a contingency for expenditure attributed for potential Capital Projects and ad hoc school system upgrade requirements, however, the cost and number of these occurring in the next four years is currently unknown, and could be impacted by a number of unforeseen events such as breakdowns or macro events impacting market price volatility. In addition, the availability of capital funding for schools, the level of which is currently unknown over the next four years may serve to increase or reduce demand for the equipment on this Framework Agreement and could be impacted by the ability to take forward refurbishment projects or new builds. The Buyer reserves the right to increase the value of the Framework in the event additional value is required to purchase portable staging, stage lighting or stage sound equipment as a result of these events.

The Buyer cannot guarantee any particular level of business (volumes/values) within the Framework Agreement.

## **Applicable trade agreements**

- Government Procurement Agreement (GPA)

## **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Open procedure

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## **Contracting authority**

### **the Education Authority**

- Public Procurement Organisation Number: PPHJ-6982-JPXY

40 Academy Street

Belfast

BT1 2NQ

United Kingdom

Contact name: [equipment.procure@eani.org.uk](mailto:equipment.procure@eani.org.uk)

Email: [equipment.procure@eani.org.uk](mailto:equipment.procure@eani.org.uk)

Website: <https://etendersni.gov.uk/epps/>

Region: UKN06 - Belfast

Organisation type: Public authority - central government

Devolved regulations that apply: Northern Ireland