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Tender

PROVISION OF MARQUEE, TEMPORARY STRUCTURES AND EQUIPMENT HIRE, WITH ASSOCIATED SERVICES - University of Aberdeen

University of Aberdeen

F02: Contract notice

Notice identifier: 2024/S 000-027482

Procurement identifier (OCID): ocids-h6vhtk-04961c

Published 28 August 2024, 4:26pm

Section I: Contracting authority

I.1) Name and addresses

University of Aberdeen

University Office, King's College

Aberdeen

AB24 3FX

Email

e-sourcing@abdn.ac.uk

Country

United Kingdom

NUTS code

UKM50 - Aberdeen City and Aberdeenshire

Internet address(es)

Main address

<http://www.abdn.ac.uk/procurement>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00102

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

https://www.publictenderscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html?VISITORID=fcad6e8d-f138-4ad4-9225-7a79d842b262&_ncp=1715248066272.37289-1

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://www.publictenderscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html?VISITORID=fcad6e8d-f138-4ad4-9225-7a79d842b262&_ncp=1715248066272.37289-1

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

PROVISION OF MARQUEE, TEMPORARY STRUCTURES AND EQUIPMENT HIRE,

WITH ASSOCIATED SERVICES - University of Aberdeen

Reference number

AU23/57

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of Marquee, Temporary Structures and Equipment Hire with Associated Services for events held by the University of Aberdeen such as graduations, freshers fairs etc.

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

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

This is an invitation to submit a proposal to enter into a contract for the provision of marquee, temporary structures and equipment hire with associated services for an initial term of 3 years with 4 possible extensions periods, each of 1 year, subject to mutual agreement.

The University utilises marquees to hold events during the course of the academic year. The primary use is for set activities such as for Graduation twice per year and also for May Festival, Freshers' Week and other high profile University events.

In addition, there are other ad hoc and special events which are organised throughout the year and overall activities therefore vary from year to year. Activities taking place within the marquees include catered events (both hot and cold), drinks receptions, meals/dinners, performances / music and student activities such as Freshers' Fayres.

The University may vary the marquee requirements based on the type of event, as institutional or event needs change and would discuss these with the Supplier at the earliest possible opportunity. Any changes to requirements or additional works will be confirmed in writing and a fresh quote requested for the change in services.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

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

4 possible extensions periods, each of 1 year, subject to mutual agreement

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 III. Legal, economic, financial and technical information

III.1) Conditions for participation

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

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

25 September 2024

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

IV.2.7) Conditions for opening of tenders

Date

25 September 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 27445.
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:776506)

VI.4) Procedures for review

VI.4.1) Review body

Aberdeen Sheriff Court

Aberdeen

Country

United Kingdom