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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): ocds-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](mailto: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](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.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html?VISITORID=fcad6e8d-f138-4ad4-9225-7a79d842b262&\\_ncp=1715248066272.37289-1](https://www.publictendersscotland.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.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html?VISITORID=fcad6e8d-f138-4ad4-9225-7a79d842b262&\\_ncp=1715248066272.37289-1](https://www.publictendersscotland.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

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## **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

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## **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

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## **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

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## **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 Sherriff Court

Aberdeen

Country

United Kingdom