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Tender

## **Quality Meat Scotland - Provision of Event Management Services**

Quality Meat Scotland

F02: Contract notice

Notice identifier: 2021/S 000-028265

Procurement identifier (OCID): ocds-h6vhtk-02f5d6

Published 11 November 2021, 4:55pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Quality Meat Scotland

The Rural Centre, West Mains

Ingliston

EH28 8NZ

#### **Contact**

Kirsty MacDonald

#### **Email**

[kmacdonald@qmscotland.co.uk](mailto:kmacdonald@qmscotland.co.uk)

#### **Telephone**

+44 1315107926

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.qmscotland.co.uk>

Buyer's address

[http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA13202](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13202)

**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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

**I.4) Type of the contracting authority**

Other type

NDPB

## **I.5) Main activity**

Other activity

responsible for helping the Scottish red meat sector improve its efficiency and profitability

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Quality Meat Scotland - Provision of Event Management Services

Reference number

QMS/ITT/EVENTMANAGEMENTSERVICES/2021

#### **II.1.2) Main CPV code**

- 79952000 - Event services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

QMS is looking to award a contract for the provision of event management services to cover The Royal Highland Show and export events including Sial and Anuga.

#### **II.1.5) Estimated total value**

Value excluding VAT: £255,000

#### **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

- UKM75 - Edinburgh, City of

### **II.2.4) Description of the procurement**

QMS is looking to award a contract for the provision of event management services for The Royal Highland Show and export exhibitions to include the following services:

Event management

Liaison with show organisers

Stand layout

Stand/marquee hire

Print and fulfilment of stand panels

Construction, installation and removal

Storage

### **II.2.5) Award criteria**

Quality criterion - Name: Operational proposal for The Royal Highland Show 2022 /  
Weighting: 70

Quality criterion - Name: Export event methodology and understanding of requirement /  
Weighting: 20

Quality criterion - Name: Demonstrable experience / Weighting: 10

Price - Weighting: 20

### **II.2.6) Estimated value**

Value excluding VAT: £255,000

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

yearly for a maximum of 3 consecutive years

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

#### **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**

Restricted procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

13 December 2021

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

17 December 2021

#### **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: 6 (from the date stated for receipt of tender)

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 16 weeks prior to current contract ending

### **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**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=673095](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=673095).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:673095)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=673095](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=673095)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Edinburgh Sheriff Court

Sheriff Court House

Edinburgh

EH1 1LB

Country

United Kingdom