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Tender

2023 UCI World Cycling Championships - Event Branding / LOOK

2023 Cycling World Championships Ltd

F02: Contract notice

Notice identifier: 2022/S 000-028574

Procurement identifier (OCID): ocds-h6vhtk-0374c4

Published 11 October 2022, 3:10pm

Section I: Contracting authority

I.1) Name and addresses

2023 Cycling World Championships Ltd

C/O VisitScotland, Ocean Point One, 94 Ocean Drive

Edinburgh

EH6 6JH

Contact

Billy Hislop

Email

billy.hislop@visitscotland.com

Telephone

+44 1314722057

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

www.visitscotland.com

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30467

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.publictendersscotland.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publictendersscotland.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Events

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

2023 UCI World Cycling Championships - Event Branding / LOOK

Reference number

CWC23032

II.1.2) Main CPV code

- 92620000 - Sport-related services

II.1.3) Type of contract

Services

II.1.4) Short description

2023 Cycling World Championships Limited would like to appoint a Service Provider that can deliver the Event Branding / LOOK Services for the 2023 UCI World Cycling Championships.

II.1.5) Estimated total value

Value excluding VAT: £1,200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Glasgow

II.2.4) Description of the procurement

2023 Cycling World Championships Limited intends to appoint a Look supplier to manage the end-to-end design development, project management and Look application for each Venue of the Cycling World Championships. This includes the design development and art working of all Look Kit of Parts and custom assets, the project management and detailed scoping of all Look requirements, the production of Venue specific Look application plans for review and eventual approval, managing the proto-typing, procurement and production of all Look assets, overseeing the installation, maintenance, transition, removal, remediation and disposal of all assets post Championships.

Note: 2023 Cycling World Championships Limited invites bidders to offer to provide "value in kind" (i.e. at reduced / no cost to Cycling World Championships Limited) in consideration for commercial and sponsorship rights and benefits.

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

12

This contract is subject to renewal

Yes

Description of renewals

2023 Cycling World Championships Limited may extend the period of the contract at its discretion in the event of any postponement of the Championships.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Partners and other bodies may use this contract to procure the same goods and services for the 2023 Cycling World Championships. Please see section VI.3) Additional information

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

List and brief description of selection criteria

There is a minimum financial requirement of minimum turnover, trading performance and liquidity.

As part of the evaluation we will request a copy of your accounts for the last three years.

Please refer to these statements when completing section 4B Economic and Financial Standing of the SPD (Scotland).

Minimum level(s) of standards possibly required

Minimum annual turnover must be at least 1 million GBP.

Tenderers must demonstrate a return on capital employed at a ratio of greater than zero. Ratio will be calculated as follows: net profit after tax divided by net assets (total assets less current liabilities).

Tenderers must demonstrate a Current Ratio of greater than 1. Current Ratio will be calculated as follows: net current assets divided by net current liabilities.

There must be no qualification or contra-indication from any evidence provided in support of the tenders economic and financial standing.

Tenderers who have been trading for less than the three years notes above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading.

Tenderers who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent Company satisfies the financial requirements stipulated above.

Minimum Insurance Requirements.

It is a requirement of this contract that bidders hold or can commit to obtain prior to the commencement of any subsequently awarded contract, the types of insurance indicated below;

Employer's Liability Insurance

The Tenderer shall have in place and maintain, throughout the period of the contract, Employer's Liability insurance with a minimum level of cover of 5,000,000 GBP per claim.

Public Liability Insurance

The Tenderer shall have in place and maintain, throughout the period of the contract, Public Liability insurance with a minimum level of cover of 5,000,000 GBP per claim.

Product Liability Insurance

The Tenderer shall have in place and maintain, throughout the period of the contract, Product Liability insurance with a minimum level of cover of 5,000,000 GBP per claim.

Professional Indemnity Insurance

The Tenderer shall have in place and maintain, throughout the period of the contract, Professional Indemnity insurance with a minimum level of cover of 5,000,000 GBP per claim.

Tenderers that fail to meet any of the minimum requirements set out above will be excluded

III.1.3) Technical and professional ability

List and brief description of selection criteria

Tenderers must complete Question 4C1.2 (CWC23032 Schedule 4 Technical & Professional Questionnaire of the Single Procurement Document (SPD)).

The Tenderers response to this section of the SPD will be assessed and scored by the Purchaser in accordance with the scoring methodology set out in the procurement documents (see section 5.2.2 of the Invitation to Tender).

Please note that the Invitation to Tender can be found in the suppliers' attachment area of Public Contracts Scotland Tenders website (PCS-T).

The section has a total available score of 100, with an available score of 33.33 attributed to each example. 2023 Cycling World Championships Limited expects that Tenderers should attain a total score of at least 64 of the available 100 points. Any Tender failing to achieve the minimum score may (at 2023 Cycling World Championships Limited's discretion) be excluded and the Tenderer will be notified accordingly. Please note that where a Tender is excluded at the selection criteria stage, the Tender will not be evaluated under the evaluation criteria stage.

Minimum level(s) of standards possibly required

Tenderers must provide 3 relevant examples of similar size or value projects, from within the last 5 years where you have delivered similar or same services for multi-sport, multi-venue events carried out over the last five years.

Relevant examples should indicate project value, project duration, brief project description and client contact details.

The named customer/ event contact provided must be prepared to provide written evidence to the Client to confirm the accuracy of the information provided.

Relevant examples should also demonstrate the experience that your company, and the skills and experience of the proposed team, possess on projects of a similar scale and nature, identifying what experience this will bring.

Your response should address as a minimum, but is not limited to the following areas:

Relevant examples of delivery within similar types of geographical locations in the UK to those involved in the Championships.

Recent deployment of any value-for-money solutions that have a level of resilience and technological capability suited to the needs of this Championships.

To ensure that start-up companies have a chance to demonstrate any experience relevant to the current requirement, examples may be provided from experienced personnel that will be engaged by the Tenderer to carry out the relevant activities/services or from members of a consortium (where a consortium bid is proposed).

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

10 November 2022

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

IV.2.7) Conditions for opening of tenders

Date

10 November 2022

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

Tenderers should be aware that any Contract that is awarded pursuant to this procurement will be entered into by 2023 Cycling World

Championships Limited for its own benefit and for the benefit of:

(i) Visit Scotland;

(ii) the Scottish Ministers, Glasgow City Council, Glasgow Life, UK Sport and any other public sector bodies that are involved in the planning, organisation and/or staging of the 2023 Cycling World Championships at any time or from time to time; and

(iii) British Cycling and the Union Cycliste Internationale.

(iv) Event partners

Right to extend: The Purchaser currently anticipates that Contract will be awarded for an initial period of 12 months, with a right for the Purchaser to extend that period at its discretion in the event of any postponement of the Championships.

Tenderers should be aware that any Contract that is awarded pursuant to this procurement will be entered into by 2023 Cycling World Championships Ltd.

NOTE: Suppliers can access the tender documents on Public Contracts Scotland (PCST) at

<https://www.publiccontractsscotlandtenders.gov.uk>

Clarification and Responses - Suppliers must submit any clarification questions through the PCST website. Please ensure that you allow sufficient time for uploading their submission responses to avoid any last-minute problems.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22604. For more information see:

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

(SC Ref:709623)

VI.4) Procedures for review

VI.4.1) Review body

Sherriff Court

27 Chambers Street

Edinburgh

EH1 1LA

Country

United Kingdom