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Tender

Sheffield Food Festival

Sheffield City Council

F01: Prior information notice

Call for competition

Notice identifier: 2022/S 000-033457

Procurement identifier (OCID): ocids-h6vhtk-03884f

Published 25 November 2022, 10:22am

Section I: Contracting authority

I.1) Name and addresses

Sheffield City Council

Town Hall, Pinstone Street,

Sheffield

S1 2HH

Contact

Tim Dent

Email

tim.dent@sheffield.gov.uk

Telephone

+44 01142053646

Country

United Kingdom

Region code

UKE32 - Sheffield

National registration number

(GB) 173 5488 38

Internet address(es)

Main address

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

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/104130>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=56198&B=UK

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=56198&B=UK

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Sheffield Food Festival

II.1.2) Main CPV code

- 79953000 - Festival organisation services

II.1.3) Type of contract

Services

II.1.4) Short description

The Council is looking to appoint a provider to manage the city's annual Food Festival Event. The provider will need to ensure the event is accessible and affordable for everyone, including those who'd not normally attend a traditional food festival, in order to deliver positive messages about food and healthy lifestyles The main requirements will be to: - Provide and install the stalls - Subscribe and manage traders for the event - Promote the event - Dismantle and remove the stalls post event The stalls will include: - A Chef Demo Tent with celebrity guest presenters and chefs - A real ale bar / Local alcohol providers / suppliers - Arts and Craft areas - Artisan market stalls

II.1.5) Estimated total value

Value excluding VAT: £150,000

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
- 79956000 - Fair and exhibition organisation services
- 79953000 - Festival organisation services

II.2.3) Place of performance

NUTS codes

- UKE32 - Sheffield

II.2.4) Description of the procurement

The Council is looking to appoint a provider to manage the city's annual Food Festival Event. The provider will need to ensure the event is accessible and affordable for everyone, including those who'd not normally attend a traditional food festival, in order to deliver positive messages about food and healthy lifestyles The main requirements will be to: - Provide and install the stalls - Subscribe and manage traders for the event - Promote the event - Dismantle and remove the stalls post event The stalls will include: - A Chef Demo Tent with celebrity guest presenters and chefs - A real ale bar / Local alcohol providers / suppliers - Arts and Craft areas - Artisan market stalls

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £150,000

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

Start date

1 March 2023

End date

28 February 2026

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 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: Yes

IV.2) Administrative information

IV.2.2) Time limit for receipt of expressions of interest

Date

20 January 2023

Local time

4:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

Section VI. Complementary information

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

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

VI.4.2) Body responsible for mediation procedures

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

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

VI.4.4) Service from which information about the review procedure may be obtained

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

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