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Tender

Traffic Management 063-2022 Provision of Traffic Management at MCCCL

Manchester City Council

F02: Contract notice

Notice identifier: 2022/S 000-035878

Procurement identifier (OCID): ocids-h6vhtk-039281

Published 19 December 2022, 3:44pm

Section I: Contracting authority

I.1) Name and addresses

Manchester City Council

Windmill Street

Petersfield

M2 3GX

Contact

Mr Liam Reid

Email

procurement@manchestercentral.co.uk

Telephone

+44 1618342700

Country

United Kingdom

Region code

UKD3 - Greater Manchester

Internet address(es)

Main address

<http://www.manchester.gov.uk>

Buyer's address

<http://www.manchester.gov.uk>

I.3) Communication

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

<https://procontract.due-north.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com>

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

Traffic Management 063-2022 Provision of Traffic Management at MCCCL

Reference number

DN646429

II.1.2) Main CPV code

- 63712700 - Traffic control services

II.1.3) Type of contract

Services

II.1.4) Short description

There must be a site visit to Manchester Central on 10th or 12th January 2023 at 2.00pm, to participate in this tender. The visit will take the form of a small briefing, followed by a walk round of the venue and an opportunity for open questions. The site visit will start at Manchester Central (concierge) at 2pm and will last approximately 1 hour. Please email Liam Reid in Procurement to book your appointment: l.reid@manchestercentral.co.uk

Manchester Central is currently looking for Contractors to provide traffic management and logistics. The contractor will manage and control the movement of traffic in and out of the venue in a structured and safe manner for all event related vehicles, including the deployment of staff in collaboration with the event Manager. Event traffic ranges from small events, which are typically 20 or less vehicles to large events, the largest vehicle number in the last 12 months was 400 in one day ranging from 40ft artic's, 17.5t and 7.5t lorries to cars, coaches and courier vehicles.

The successful Contractor will provide competent staff members, who have received the relevant training applied to the role. Members of staff will be providing services to clients and delegates at Manchester Central, and therefore must be fully conversant, fitting in with Manchester Central's high, professional standards as well as the company values as per the Service Level Agreement.

The Contract period will be for three (3) years with a Manchester Central only option to extend for up to an additional two (2) years. It is intended for the contract to commence on 1st May 2023.

II.1.5) Estimated total value

Value excluding VAT: £1,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKD3 - Greater Manchester

II.2.4) Description of the procurement

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Manchester Central intend for the top two/three bidders to be invited to make a formal presentation in support of their bid – This will be held on Monday 20th February 2023. Please ensure you are available on this date. Further information will be provided to

bidders nearer the time however, the presentation will include areas such as scheduling, deployment, customer service and examples of managing a similar contract etc.

Required Services

Traffic Management / Logistics

The main function is to control movement of traffic in and out of the venue in a controlled and safe manner. Requirements include, but is not limited to:

- Management of build and breakdown of events.
- Management of loading areas, including the forecourt and back / sides of the venue.
- Coordination of traffic, including exhibition stand companies, exhibitors and public where necessary.
- Coordination of coach operations on the rear service yard on specific events.
- Tailoring services to a wide variety of events and responding to challenges that each event may bring. For example, events with high exhibitor numbers or events with large numbers of coach traffic.
- Traffic barrier management.
- Traffic barrier management for DOMIS Construction Site.
- Ensure there is a member of staff who is responsible for attending Tasking, Quarterly Contract Meetings, Event Planning Meetings, Event Debriefs etc.
- Continuously evaluate surrounding areas of Manchester Central to find/secure/propose suitable vehicle holding areas for large traffic events. The total for this year so far is approximately 13,500, our biggest event was 400 total vehicles in one day.
- Be responsible for all external operational spaces, including the housekeeping of barrier boxes and external areas, vehicle door plates and barrier/bollards.
- Report any damage to the building, surrounding areas, fixtures, and fittings at MCCCL via the Helpdesk and ensure all staff have the sufficient training to carry this out.
- To follow the Service Level Agreement.

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

Start date

1 May 2023

End date

30 April 2026

This contract is subject to renewal

Yes

Description of renewals

The Contract period will be for three (3) years with a Manchester Central only option to extend for up to an additional two (2) years. It is intended for the contract to commence on 1st May 2023.

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 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

27 January 2023

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

27 January 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Manchester Central Convention Complex Limited

Manchester

Country

United Kingdom