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Contract

## **PURCON 1053 Graduation Production Services**

UNIVERSITY OF EAST ANGLIA

F03: Contract award notice

Notice identifier: 2022/S 000-035977

Procurement identifier (OCID): ocds-h6vhtk-037347

Published 20 December 2022, 10:57am

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

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

UNIVERSITY OF EAST ANGLIA

Norwich Research Park,Earlham Road

NORWICH

NR47TJ

#### **Contact**

Karen Gallant

#### **Email**

[karen.gallant@uea.ac.uk](mailto:karen.gallant@uea.ac.uk)

#### **Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

**Companies House**

RC000651

**Internet address(es)**

Main address

<https://www.uea.ac.uk/>

**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**

PURCON 1053 Graduation Production Services

Reference number

PURCON 1053

**II.1.2) Main CPV code**

- 79950000 - Exhibition, fair and congress organisation services

**II.1.3) Type of contract**

Services

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

Graduation is a high-profile event in the University calendar, celebrating the hard work and success of our graduating students together with their family and friends. The event consists of a formal ceremony held in a sports hall within the Sportspark which facilitates the conferment of awards, followed by an informal 'festival feel' reception within the Athletics outside arena. A Production company is required to equip internally the sports halls 1, 2 & 3 with the necessary infrastructure to include but limited to; flooring, draping, rigging, staging and AV equipment. Externally a provision of various outdoor structures, site trackway, toilets, fencing and generators with full production management in both areas.

## **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.1.7) Total value of the procurement (excluding VAT)**

Lowest offer: £2,983,333.33 / Highest offer: £3,187,054.68 taken into consideration

## **II.2) Description**

### **II.2.3) Place of performance**

NUTS codes

- UKH15 - Norwich and East Norfolk

Main site or place of performance

University of East Anglia

Norwich Research Park

Earlham Road

Norwich

Norfolk

NR4 7TJ

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

Graduation is a high-profile event in the University calendar, celebrating the hard work and success of our graduating students together with their family and friends. The event consists of a formal ceremony held in a sports hall within the Sportspark which facilitates the conferment of awards, followed by an informal 'festival feel' reception within the Athletics outside arena. A Production company is required to equip internally the sports halls 1, 2 & 3 with the necessary infrastructure to include but limited to; flooring, draping, rigging, staging and AV equipment. Externally a provision of various outdoor structures, site trackway, toilets, fencing and generators with full production management in both areas.

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

Cost criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Price / Weighting: 40

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Contract is initially 2 years with 2 x 1 year extensions at the discretion of the contracting authority,

II.1.7. Total value of the procurement (excluding VAT) - Value range is representative of a 4 year contract term (assuming contract extensions are undertaken)

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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: No

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

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-028020](#)

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## **Section V. Award of contract**

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

29 November 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 3

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Production Bureau Ltd

Norwich

Country

United Kingdom

NUTS code

- UKH17 - Breckland and South Norfolk

Companies House

04115489

The contractor is an SME

Yes

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £3,187,054.68

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## **Section VI. Complementary information**

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

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

University of East Anglia

Earlham Road, Norwich Research Park

Norwich

NR4 7TJ

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The University has incorporated a minimum of 10 calendar days standstill period at the point the information on the award of contract was communicated to tenderers. No appeal regarding the award of contract was received during the standstill period.

Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court. Any such action must be brought promptly and within the limitation period described in the Public Contracts Regulations 2015.