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Tender

## **TUR\_2024\_Travel Management Agency**

British Council

F02: Contract notice

Notice identifier: 2024/S 000-036275

Procurement identifier (OCID): ocds-h6vhtk-04b521

Published 8 November 2024, 2:28pm

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

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

British Council

Mesrutiyet Cad. No: 34

Beyoglu Istanbul

E20 1JQ

#### **Contact**

Suzan Dogru Asik

#### **Email**

[suzan.asik@britishcouncil.org](mailto:suzan.asik@britishcouncil.org)

#### **Country**

Turkey

#### **NUTS code**

TR - Turkey

**Internet address(es)**

Main address

[www.britishcouncil.org](http://www.britishcouncil.org)

Buyer's address

<https://in-tendhost.co.uk/britishcouncil>

**I.3) Communication**

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

<https://in-tendhost.co.uk/britishcouncil>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/britishcouncil>

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

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

Body governed by public law

**I.5) Main activity**

Other activity

Registered Charity

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## **Section II: Object**

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

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

TUR\_2024\_Travel Management Agency

Reference number

BC/03700

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

- 63500000 - Travel agency, tour operator and tourist assistance services

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

Services

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

The British Council Turkey seeks to contract a reliable and efficient Travel Services Agency to cater the travel needs of the organization. The services should include Airfare, Transfer, Visa, and other related services. Please refer to the tender documents attached for more details.

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

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 63500000 - Travel agency, tour operator and tourist assistance services
- 63510000 - Travel agency and similar services
- 79997000 - Business travel services
- 63516000 - Travel management services
- 63515000 - Travel services

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

NUTS codes

- TR - Turkey

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

The British Council Turkey seeks to contract a reliable and efficient Travel Services Agency to cater the travel needs of the organization. The services should include Airfare, Transfer, Visa, and other related services. Please refer to the tender documents attached for more details.

#### **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

24

This contract is subject to renewal

Yes

Description of renewals

Contract is for 24 months with an option to extend for another 2 years.

#### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

In accordance with Regulations 57, 58 and 60 of the Public Contracts Regulations 2015, applicants will be assessed in accordance with the Public Contract Regulations 2015, on the basis of information provided in response to the Selection Questionnaire.

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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: Yes

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

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

Date

8 December 2024

Local time

5:00pm

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

9 December 2024

Local time

10:15am

Place

British Council

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

The High Court

London

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

Suppliers who wish to express an interest and take part in the tender process will be required to register on our e-Tendering portal In-Tend hosted at <https://in-tendhost.co.uk/britishcouncil>. Once registered, bidders must log-in to the website where they can view the project and access the bidders pack and submit their return. Bidders will also be required to demonstrate their capability and `means of proof` will be required. These conditions are outlined in the ITT. The British Council will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into.