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Tender

## Digital Event and Appointment Booking

West Berkshire Council

F02: Contract notice

Notice identifier: 2024/S 000-038061

Procurement identifier (OCID): ocds-h6vhtk-04be8d

Published 25 November 2024, 4:37pm

### Section I: Contracting authority

#### I.1) Name and addresses

West Berkshire Council

Council Offices, Market street

Newbury

RG14 5LD

#### Email

[MarieAnne.Gaffney1@westberks.gov.uk](mailto:MarieAnne.Gaffney1@westberks.gov.uk)

#### Country

United Kingdom

#### NUTS code

UKJ11 - Berkshire

#### Internet address(es)

Main address

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

### **I.3) Communication**

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

<https://in-tendhost.co.uk/westberks.aspx/Home>

Additional information can be obtained from the above-mentioned address

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

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## **Section II: Object**

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

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

Digital Event and Appointment Booking

Reference number

P00001498

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

- 72263000 - Software implementation services

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

Services

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

To deliver an events and appointment booking platform that continues to meet the needs of the council and its service users, providing continuity of service for existing functions, whilst where possible improving the customer experience when booking a ticket or a slot.

#### **II.1.5) Estimated total value**

Value excluding VAT: £185,000

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

This contract is divided into lots: No

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

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

- 48611000 - Database software package

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

NUTS codes

- UKJ11 - Berkshire

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

To deliver an events and appointment booking platform that continues to meet the needs of the council and its service users, providing continuity of service for existing functions, whilst where possible improving the customer experience when booking a ticket or a slot

#### **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

4 February 2025

End date

3 February 2032

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **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

Please see ITT Pack

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Please see ITT Pack

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

Date

8 January 2025

Local time

2:00pm

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

English

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

Date

8 January 2025

Local time

2:05pm

Place

West Berkshire Council

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

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

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

High Court

London

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

High Court London