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Contract

## **Provision of Event Services Framework**

University of Exeter

F03: Contract award notice

Notice identifier: 2024/S 000-038202

Procurement identifier (OCID): ocds-h6vhtk-04bd7c

Published 26 November 2024, 3:52pm

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

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

University of Exeter

Northcote House

Exeter

EX4 4QH

#### **Contact**

Leanne Le Moucheux

#### **Email**

[L.A.Le-Moucheux@exeter.ac.uk](mailto:L.A.Le-Moucheux@exeter.ac.uk)

#### **Telephone**

+44 1392723333

#### **Country**

United Kingdom

**Region code**

UKK - South West (England)

**National registration number**

RC000653

**Internet address(es)**

Main address

<http://www.exeter.ac.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/53042>

**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**

Provision of Event Services Framework

Reference number

UOE/2024/023/LLM

**II.1.2) Main CPV code**

- 98000000 - Other community, social and personal services

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

Services

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

Provision of a variety of different event related services to the University of Exeter.

This is divided into Lots:

Lot 1 - Security Services

Lot 2 - Event Medical Cover

Lot 3 - Marquee Hire

Lot 4 - Furniture and Equipment Hire

Lot 5 - Venue Dressing

This is a framework.

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

This contract is divided into lots: Yes

## **II.2) Description**

### **II.2.1) Title**

Event Security Services

Lot No

1

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

- 55000000 - Hotel, restaurant and retail trade services
- 98000000 - Other community, social and personal services

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

NUTS codes

- UKK - South West (England)

Main site or place of performance

University of Exeter

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

Event Exeter, operating as part of the University of Exeter, is responsible for overseeing all events held across its Streatham and St Luke's campuses. To ensure a safe and secure environment, uphold licensing obligations, and maintain the integrity of its venues, Event Exeter requires a professional security presence at select events. These events span a broad range of sizes and types, from smaller functions for approximately 100 attendees to large-scale concerts and gatherings for up to 1,700 guests. Events are held year-round, with security needs adapted to meet the unique demands of each occasion.

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

Price

#### **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

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

#### **II.2.1) Title**

Event Medical Services

Lot No

2

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

- 98000000 - Other community, social and personal services

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

NUTS codes

- UKK - South West (England)

Main site or place of performance

University of Exeter

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

Event Exeter, as part of the University of Exeter, manages all events held on the University's Streatham and St Luke's campuses, overseeing a wide range of functions throughout the year, each presenting unique requirements in terms of safety, support, and risk management. To ensure the health, safety, and welfare of all attendees, Event Exeter includes event medical cover as a critical component in its planning and risk assessment procedures for specific events. Cover will be required year-round, with staffing and resource levels determined by event demand. Event Exeter will work closely with the medical provider to ensure adequate notice for staffing requirements, with flexible arrangements to accommodate events booked with shorter lead times.

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

Price

#### **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

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

#### **II.2.1) Title**

Marquee Hire

Lot No

3

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

- 98000000 - Other community, social and personal services

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

NUTS codes

- UKK - South West (England)

Main site or place of performance

University of Exeter

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

Event Exeter is part of the University of Exeter and oversees all events taking place on its Streatham and St Luke's campuses. We periodically require the hire of marquee structures for various events, including corporate gatherings, conferences, open days etc. These structures need to provide adaptable, temporary spaces to accommodate diverse needs, from guest seating and dining areas to staging, exhibitions, and presentations. Depending on the specific event, we may need marquees of different sizes, designs, and configurations, equipped with suitable flooring, lighting, heating or cooling solutions, and additional accessories to ensure comfort and functionality. Our goal is to create a tailored, weather-resistant environment that aligns with the theme and requirements of each unique event.

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

Price

### **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

## **II.2) Description**

### **II.2.1) Title**

Furniture & Equipment Hire

Lot No

4

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

- 98000000 - Other community, social and personal services

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

NUTS codes

- UKK - South West (England)

Main site or place of performance

University of Exeter

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

Event Exeter, a division of the University of Exeter, manages and coordinates all events hosted on the University's Streatham and St Luke's campuses. To ensure each event is equipped to meet the specific needs of its organisers and attendees, Event Exeter provides access to a range of furniture, equipment, and other resources as required.

For events that necessitate additional or specialised furnishings, such as seating, tables, staging, or lighting, the University may source this equipment through external hire. This approach allows Event Exeter to flexibly tailor each event's setup, ensuring that both aesthetic and functional requirements are met without the limitations of onsite inventory. The need for hired equipment can vary widely based on event type, from small gatherings requiring additional tables and chairs to large-scale conferences needing exhibition displays.

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

Price

## **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

## **II.2) Description**

### **II.2.1) Title**

Venue Dressing

Lot No

5

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

- 98000000 - Other community, social and personal services

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

NUTS codes

- UKK - South West (England)

Main site or place of performance

University of Exeter

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

Event Exeter, a division of the University of Exeter, manages and coordinates all events hosted on the University's Streatham and St Luke's campuses. To ensure each event meets the specific needs of its organisers and attendees, Event Exeter sometimes requires venues to be dressed according to the event taking place. This includes but not limited too: table centre pieces, floral centre pieces, chair covers, drapes etc.

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

Price

### **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 IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

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

Notice number: [2024/S 000-037601](#)

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

### **Contract No**

1

### **Title**

Provision of Event Services Framework

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

Other reasons (discontinuation of procedure)

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## **Section VI. Complementary information**

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

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

royal Court of Justice

Strand

London

WC2A 2LL

Country

United Kingdom