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Planning

Audio Visual Requirement

Satellite Applications Catapult Limited

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-040867

Procurement identifier (OCID): ocds-h6vhtk-05610f

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Scope

Reference

SAC-26-012

Description

Satellite Applications Catapult is moving to a new Head Office in the summer of 2026. We are currently at pre design stage of the space and are seeking proposals for Audio-Visual solutions for three key areas within the new office environment: the reception area, client-facing meeting room(s), and a large conference room. The solution must support seamless presentation, communication, and media playback functionalities, with a consistent user experience across all spaces.

Currently our meeting room AV consists of the following and we would welcome proposals that reuse this equipment:

Novotouch EK6531 65"

Huddly IQ Camera

Nureva HDL200 Audio

Lightware Taurus Box

Screenbeam

Our new office will include the following distinct areas:

1. Reception Area/Welcome Area

Purpose: Display welcome messages, branding material, real-time information, and video content. May be requirement to for 'stand up' presentations/demonstrations.

Requirements:

Wall-mounted display(s) – size and number to be determined as design progresses (please suggest suitable options)

Media player or signage system to support pre-prepared slides, videos, and live content (e.g., news or weather feeds)

Microphone/speaker system

Easy update system for rotating content

Clean, discreet cable management and control

2. Client-Facing Meeting Room(s)

Purpose: Host client meetings, virtual calls, presentations.

Requirements:

Wall-mounted display – size and number to be determined as design progresses (please suggest suitable options)

Integrated webcam and microphone/speaker system suitable for video conferencing

Wireless and HDMI connectivity for laptops and tablets

Compatibility with MS Teams, Zoom, and other common conferencing platforms

Ability to display pre-prepared slides, internet-based content, and video playback

Simple, intuitive control panel or touch interface

3. Large Conference Room

Purpose: Large group meetings, presentations, training sessions, and remote collaboration for up to circa 80 people. Room will have different set ups dependent upon use i.e. conference, workshops, client demonstrations.

Requirements:

Dual or single large-format display(s) – size and number to be determined as design progresses (please suggest suitable options)

Ceiling or wall-mounted speakers and microphones with echo cancellation

Multiple input options: HDMI, USB-C, wireless casting

Video conferencing system with camera tracking and room-wide audio pickup

Internet-connected AV system with browser support and streaming capability

Support for local playback of slides, video, and interactive whiteboarding

Central control panel for lighting, sound, and AV source management

General for all areas:

All systems must interface with TV displays, the internet, and support common media formats (PowerPoint, MP4, PDF, etc.)

Solutions must be scalable, secure, and support remote diagnostics and software updates

Training and user documentation must be included

Vendors must provide ongoing support and maintenance options.

Total value (estimated)

- £0 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 June 2026 to 1 October 2026
- Possible extension to 31 December 2026
- 7 months

Main procurement category

Services

CPV classifications

- 72000000 - IT services: consulting, software development, Internet and support
- 32321200 - Audio-visual equipment
- 30231300 - Display screens

Contract locations

- UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

Engagement

Engagement deadline

12 September 2025

Engagement process description

Please respond with a proposed solution. We will consider different but please include an estimate of cost for each option and one relevant case study (within the last 2 years) with your response. Please differentiate between solution cost, removal and installation costs and ongoing support/maintenance costs in your proposal if applicable.

Word limit of 1500 including a case study but excluding any design/diagrams. N.B We are aware that we have not provided specific sizing, this is because we want to be able to consider the possible and not restrict ourselves at this stage. Please return proposal responses by 11/09/2025 to procurement@sa.catapult.org.uk along with any queries.

We will assess responses and then determine how we next proceed. This could be further premarket engagement activities, or we may choose to proceed to a tender process via the appropriate route. Further pre-engagement could consist of an open conference call or site meeting with all interested bidders. We reserve our right not to proceed further should the response not align to our aspirations for this solution.

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Publication date of tender notice (estimated)

30 January 2026

Contracting authority

Satellite Applications Catapult Limited

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Organisation type: Public undertaking (commercial organisation subject to public authority oversight)