

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/075988-2025>

Contract

??Audio Visual support for Performance Learning Exchange (PLx) - UK Sport's annual learning and development conference?

THE UNITED KINGDOM SPORTS COUNCIL

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-075988

Procurement identifier (OCID): ocds-h6vhtk-05917c ([view related notices](#))

Published 21 November 2025, 12:04pm

Scope

Reference

PLX01092025

Description

??Performance Learning Exchange (PLx) is UK Sport's annual event which provides the opportunity for 300-400 individuals working within the High-Performance environment (Chairs, CEOs, Performance Directors, Managers, Coaches, Sports Science and Medicine personnel) with the opportunity to explore and discuss topics and themes relevant to the system through thought-provoking sessions delivered by experts from inside and outside of sport. It also offers the chance for the system to come together and share thoughts, experiences and world leading practice in the lead up to the winter Olympic and Paralympic Games.

?UK Sport now invites Tenders for the provision of Audio Visual, Design and support at

PLx, a 3 day event, taking place from Monday 1st December - Wednesday 3rd December at the Queens Hotel in Leeds.

?The PLx schedule will typically consist of a mix of keynote sessions with all delegates in a main plenary room and elective sessions which run concurrently. Generally, 4 sessions run at the same time and the use of up to 4 rooms, and the related AV equipment/technicians, is a necessity. These sessions vary in style from lecture style presentation to hands-on workshops where delegates are encouraged to work with one another and share their knowledge and experiences.

?The 4 rooms we will use at The Queens Hotel are

?The Queens Ballroom

?Palm Court

?John Charles Suite

?Ark Royal

?A brief outline of the standard equipment is listed below. Please note this does not include details of other required equipment such as mixing desks, monitor screens etc., as we would like to hear your thoughts on what would be necessary to deliver a World Class Event at The Queens Hotel.

?The only addition area to the below details is around video recording. We would like to have the facility to record keynote addresses & sessions, in order to create video montages.

?The Queens Ballroom

?Staging (to seat 4-5 + interviewer and must allow enough space for 280 - 300 cabaret seating)

?Backdrop to staging (exact details to be discussed)

?Projector(s) & or screen(s)

?Lectern

?PA system (to include all speakers, lectern mic, lapel mics (up to 6) and hand held mics

?Lighting

?Syndicate Rooms (Palm Court, John Charles Suite, Ark Royal)

?Staging

?Lectern

?PA system including lapel mics, hand held mics)

?Projector & or Screen

?Please note all staging should be wheelchair accessible.

?Outline / Example Agenda

?Sunday 30 November

?14.00 - Ballroom booked for set up

?Monday 1 December - Chair & CEO event and Coaches event

?10.00 - 17.00

?Chair and CEO event taking place in the Palm Court and John Charles Suite

?Coaches event taking place in the Ballroom and Ark Royal

?Tuesday 2 December - PLx

?09.00 - 10.00 - Conference Registration

?10.00 - 11.00 - Opening and Keynote

?11.00 - 12.30 - Workshops

?12.30 - 14.00 - Lunch

?14.00 - 15.00 - Keynote

?15.00 - 16.30 - Workshops

?18.00 - 19.00 - Drinks reception

?19.00 - 22.00 - Dinner and PLx Awards Evening

?Wednesday 3 December - PLx

?08.30 - 09.30 - Workshops

?09.30 - 10.30 - Keynote

?11.00 - 12.30 - Workshops

?12.30 - 13.30 - Keynote and Close

Contract 1. Audio Visual support for Performance Learning Exchange (PLx) - UK Sport's annual learning and development conference?

Supplier

- A V Matrix Ltd

Contract value

- £47,169.50 excluding VAT
- £56,603.40 including VAT

Below the relevant threshold

Date signed

20 November 2025

Contract dates

- 20 November 2025 to 3 December 2025
- 14 days

Main procurement category

Services

CPV classifications

- 98390000 - Other services

Contract locations

- UK - United Kingdom

Procedure

Procedure type

Below threshold - open competition

Supplier

A V Matrix ltd

- Companies House: 04759370

7 Princes Square

Harrogate

HG1 1ND

United Kingdom

Email: jordan@av-matrix.com

Region: UKE22 - North Yorkshire CC

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1. Audio Visual support for Performance Learning Exchange (PLx) - UK Sport's annual learning and development conference?

Contracting authority

THE UNITED KINGDOM SPORTS COUNCIL

- Companies House: RC000765
- Public Procurement Organisation Number: PDHV-6143-RRMX

10 South Colonnade

LONDON

E14 4PU

United Kingdom

Email: procurement@uksport.gov.uk

Region: UKI42 - Tower Hamlets

Organisation type: Public authority - central government