

United Kingdom-Birmingham: Event services

OJ S 8/2016 13/01/2016

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Marketing Birmingham

Postal address: Baskerville House, Centenary Square, West Midlands

Town: Birmingham

Postal code: B1 2ND

Country: United Kingdom

Contact person: Marketing Birmingham Procurement

For the attention of: Procurement Manager

E-mail: marketingbirmingham@in-tend.co.uk

Telephone: +44 1212025115

Fax: +44 1212025116

Internet address(es):

General address of the contracting authority: www.marketingbirmingham.com/tenders

Address of the buyer profile: <https://in-tendhost.co.uk/marketingbirmingham/asp/Tenders/Current>

Additional information can be obtained from:

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address

I.2. Type of the contracting authority

Other: marketing agency

I.3. Main activity

Other: marketing agency

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Event management and delivery of Venturefest West Midlands 2016.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 27: Other services

NUTS code UKG31 Birmingham

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

Venturefest WM (West Midlands) is led by Birmingham Science City (BSC), with Marketing Birmingham as the accountable body and a key delivery partner. As such, this contract will be procured and managed by Marketing Birmingham, but will also work closely with BSC. Marketing Birmingham is the regional strategic marketing partnership and operates the leisure and business tourism programmes, Visit and Meet Birmingham as well as its inward investment programme, Business Birmingham. These programmes promote Birmingham and its wider area.

Established in 2005, Birmingham Science City is an alliance of public, private and HE sectors working together to develop, stimulate and promote science and technology driven innovation for business growth and improved quality of life in Birmingham and the West Midlands. The Objectives of the Birmingham Science City Alliance are:

1. Building and maintaining a thriving innovation ecosystem;
2. Catalysing collaborative activity that drives and demonstrates science and technology based innovation;
3. Acting as a voice for innovation — promoting, representing and providing strategic leadership.

The management and delivery of an annual 1 day 'Venturefest West Midlands' event at the NEC, Birmingham on Thursday 23.6.2016. To provide a vibrant environment to bring together Innovators, Entrepreneurs and Investors that generates high growth business opportunities across the West Midlands Innovation Ecosystem.

Please refer to the tender brief for full requirements, process and time-scales. To access the full tender brief, all suppliers must visit the Marketing Birmingham e-Procurement system to register interest and submit a tender bid.

e-Procurement <https://in-tendhost.co.uk/marketingbirmingham.aspx/Home>

Please note the deadline for full submission as outlined in the attached brief is no later than 12:00 noon GMT on Thursday 11.2.2016.

II.1.6. CPV code(s)

79952000 Event services, 79956000 Fair and exhibition organisation services, 39154000 Exhibition equipment, 79950000 Exhibition, fair and congress organisation services, 39154100 Exhibition stands

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

As detailed in the full tender brief, section 1.2.2 Duration and 1.2.3 Value.

1.2.2 Duration.

The contract will initially run from February 2016 until 29.7.2016.

Dependent on the 2016 event the contract duration may be extended to deliver the event in 2017 and 2018, therefore the duration of this contract may run to a maximum of 31.7.2018.

1.2.3 Value.

Annual budget of the Venturefest West Midlands is 120 000 GBP excluding VAT.

Therefore the anticipated value of this contract is up to 360 000 GBP excluding VAT.

It is envisaged that the Venturefest West Midlands event will be repeated for 2017 and 2018, this is dependent on the success of the 2016 event, future budget availability and the need to outsource. This contract is procuring for 3 years however only 2016 is guaranteed. Currently the confirmed contract duration is unknown and this information has been included to ensure Marketing Birmingham is transparent with the situation as it stands at the time of going out to procurement for this contract and has thus decided to adhere to OJEU time-scales and process.

Estimated value excluding VAT:

Range: between 0,01 and 360 000 GBP

II.2.2. Information about options

II.2.3. Information about renewals

II.3. Duration of the contract or time limit for completion

Duration in months: 36 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

Contained in the contract available for download.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: As detailed in the tender brief in 'section 1.2.2 Duration and 1.2.3 Value':

The contract will initially run from February 2016 until 29.7.2016.

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III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

III.2.2. Economic and financial ability

List and brief description of conditions: As detailed in section '3.2.1 Selection criteria' of the tender brief the completion of the following marked pass or fail:

a) Financial Information — marked pass or fail based on company accounts and information provided — please complete Appendix A and B below.

c) Copy of the following documents:

i. Public Liability insurances to a minimum level of 10 000 000 GBP — marked pass or fail. If unable to provide at selection stage, must provide after award stage if successful to enable project appointment. If unable to provide then offer will be withdrawn.

ii. Health and Safety insurances applicable to the event management and delivery.

III.2.3. Technical and professional ability

List and brief description of conditions:

As detailed in section '3.2.1 Selection criteria' of the tender brief the completion of the following marked pass or fail:

b) Technical and professional ability required — marked pass or fail based on ability to demonstrate experience relating to the event management and delivery of similar event(s). A total score of (16) is required to pass. See Appendix C for marking schedule for Technical and Professional Ability.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

III.3.2. 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: no

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Criteria below

1. Methodology and approach. Weighting 80

2. Price. Weighting 20

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

2016-BSC-VfWM-01

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

Payable documents: no

IV.3.4. Time limit for receipt of tenders or requests to participate

11.2.2016 - 12:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: The High Court of England and Wales.

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

11.1.2016