

United Kingdom-London: Event services
OJ S 90/2014 10/05/2014
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Department for Culture, Media and Sport

Postal address: 100 Parliament Street

Town: London

Postal code: SW1A 2BQ

Country: United Kingdom

For the attention of: Noel Miller

E-mail: tenders@culture.gsi.gov.uk

Telephone: +44 2072112088

Internet address(es):

General address of the contracting authority: <https://www.gov.uk/government/organisations/department-for-culture-media-sport>

Address of the buyer profile: <http://dcms.g2b.info/>

Electronic access to information: www.delta-esourcing.com

Electronic submission of tenders and requests to participate: www.delta-esourcing.com

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

Ministry or any other national or federal authority, including their regional or local subdivisions

I.3. Main activity

General public services

Recreation, culture and religion

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

Ceremonial Event Management Services.

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

Services

Service category No 27: Other services

NUTS code UKI London

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)

Event services. The Department for Culture, Media and Sport (DCMS) wishes to tender for the provision of a one-stop, professional events and project management service in respect of a number of State Ceremonial events in London and Windsor.

The events include the National Service of Remembrance at the Cenotaph (Remembrance Sunday) and the Queen's Birthday Parade (Trooping the Colour) both held in Central London, and two inward State Visits, usually one in London and one in Windsor each year. DCMS is also responsible for a number of other one off, high profile Ceremonial activities that require detailed pre-planning, without a set date, held in London and Windsor. Services will include the planning of work, design and management services including financial control, budget responsibilities, engagement and management of sub-Contractors

This contract will include working in close and regular partnership with a number of stakeholders including Government and Public Bodies and the Royal Household to deliver an events management service that is professional and delivers to the expectation of stakeholders.

Most Ceremonial events are broadcast live worldwide and attract a large media presence. The requirements of the media, in terms of stands, access and accreditation and media villages form an important part of the events.

II.1.6. CPV code(s)

79952000 Event services

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

II.2. Scope of the procurement

II.2.1. Total quantity or scope

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: 60 (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

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

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

III.2.3. 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

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 Price is not the only award criterion and all criteria are stated only in the procurement documents

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

100504

IV.3.2. Previous publication concerning this procedure

Prior information notice

Notice number in the OJ S: [2013/S 213-370157](#) of 2.11.2013

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

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

11.6.2014 - 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

Duration in days: 90 (from the date stated for receipt of 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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender.

The deadline for receipt of proposals will be 12:00 noon on 11.6.2014

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Event-services./528Q6K6G76>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/528Q6K6G76>

GO Reference: GO-201456-PRO-5651899.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

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

VI.5. Date of dispatch of this notice

6.5.2014