

**United Kingdom-Glasgow: Hotel meeting and conference services**

OJ S 125/2018 03/07/2018

**Contract notice****Services****Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Student Loans Company Limited

Postal address: 100 Bothwell Street

Town: Glasgow

NUTS code: UKM82 Glasgow City

Postal code: G2 7JD

Country: United Kingdom

Contact person: Jamie Hamilton

E-mail: [jamie\\_hamilton@slc.co.uk](mailto:jamie_hamilton@slc.co.uk)**Internet address(es):**Main address: [www.slc.co.uk](http://www.slc.co.uk)**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.delta-esourcing.com/tenders/UK-UK-Glasgow:-Hotel-meeting-and-conference-services./5U6T6X5YB3>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <http://www.delta-esourcing.com/tenders/UK-title/5U6T6X5YB3>

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

**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

Other activity: Financial Services

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

Conference and Events Business — Venue Finding and Support Services

Reference number: 2017-SLC-274

**II.1.2. Main CPV code**

55120000 Hotel meeting and conference services

**II.1.3. Type of contract**

Services

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

The Student Loans Company is issuing this invitation to tender (ITT) in respect of the provision of conference events business — Venue finding and support services.

#### **II.1.5. Estimated total value**

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

This contract is divided into lots: no

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

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

NUTS code: UKM82 Glasgow City

Main site or place of performance: Glasgow City

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

SLC produces a number of seminars and conferences annually aimed at Education Providers who are both customers and suppliers to SLC, and their supplied services are critical to SLC delivery of services.

The seminar programme's main functions are

- i) to educate, equip and enable education providers to deliver these mandatory supplied services in time and quality,
- ii) that education providers understand the SLC / Customer interface and take actions in support of our customer service outcomes,
- iii) SLC fulfil ministers wishes for assuring all HEPs are prepared for changes in policy and finding arrangements.

Our programme includes:

- Training Sessions,
- New Provider Events,
- Further Education Seminars,
- Higher Education Provider Seminars,
- Product Launch Events,
- Webinars.

The SLC Events Department within the Partner Services division require the services of an Independent Venue Finding Service with additional services including; audio visual support to support evening events, team building experts, themed event experts including room dressing, and supplier management of evening event specialist services.

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

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

#### **II.2.6. Estimated value**

#### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Start: 07/09/2018 End: 06/09/2020

This contract is subject to renewal: yes

Description of renewals:

SLC option to extend for up to an additional 3 years.

#### **II.2.10. Information about variants**

Variants will be accepted: yes

### **II.2.11. Information about options**

Options: yes

Description of options:

Bidders may submit an alternative response and project plan, suitably costed, with an alternative completion date clearly identified. Variant responses must clearly be marked "variant bid". A standard response must be provided at the same time in order for a variant response to be considered.

### **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.2.14. Additional information**

## **Section III: Legal, economic, financial and technical information**

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### **III.1. Conditions for participation**

#### **III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3. Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2. Conditions related to the contract**

#### **III.2.2. Contract performance conditions**

As per terms and conditions documents attached.

## **Section IV: Procedure**

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

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

Open procedure

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

#### **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.2.2. Time limit for receipt of tenders or requests to participate**

Date: 02/08/2018 Local time: 12:00

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.2.4. Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7. Conditions for opening of tenders**

Date: 02/08/2018 Local time: 12:00

### **Section VI: Complementary information**

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#### **VI.1. Information about recurrence**

This is a recurrent procurement: 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.

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

<https://www.delta-esourcing.com/tenders/UK-UK-Glasgow:-Hotel-meeting-and-conference-services./5U6T6X5YB3>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/5U6T6X5YB3>

GO Reference: GO-201872-PRO-12718398

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

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

Official name: High Court of Justice

Town: London

Postal code: WC2A 2LL

Country: United Kingdom

#### **VI.5. Date of dispatch of this notice**

02/07/2018