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Planning

Travel and Venue Solutions

The Minister for the Cabinet Office acting through Crown Commercial Service

F01: Prior information notice

Prior information only

Notice identifier: 2021/S 000-000713

Procurement identifier (OCID): ocids-h6vhtk-0039e8-integration

Published 5 March 2021, 9:18am

Section I: Contracting authority

I.1) Name and addresses

The Minister for the Cabinet Office acting through Crown Commercial Service

9th Floor, The Capital, Old Hall Street

Liverpool

Email

supplier@crownccommercial.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

NUTS code

UK - UNITED KINGDOM

Internet address(es)

Main address

<https://www.gov.uk/ccs>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Other activity

<https://www.gov.uk/ccs>

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Travel and Venue Solutions

Reference number

RM6217

II.1.2) Main CPV code

- 63510000 - Travel agency and similar services

II.1.3) Type of contract

Services

II.1.4) Short description

Travel management services: Crown Commercial Service, as the Authority, intends to put in place an agreement for the provision of Travel and Venue booking solutions for use by Central Government Departments and all other UK Public Sector Bodies, including but not limited to Local Authorities, Health, Police, Fire and Rescue, Education and Devolved Administrations.

This will also include British and foreign nationals in the event that the UK Government is supporting them as part of an emergency and/or crisis management response. The lotting structure of this framework will be determined as a result of the market engagement. Further information is included in the Additional Information section VI.3.

II.1.6) Information about lots

This contract is divided into lots: Yes

Maximum number of lots that may be awarded to one tenderer: 1

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Crown Commercial Service, as the Authority, intends to put in place an agreement for the provision of Travel and Venue booking solutions for use by Central Government Departments and all other UK Public Sector

Bodies, including but not limited to Local Authorities, Health, Police, Fire and Rescue, Education and Devolved Administrations. This will also include British and foreign nationals in the event that the UK Government is supporting them as part of an emergency and/or crisis management response. The lotting structure of this framework will be determined as a result of the market engagement. Further information is included in the Additional Information section VI.3.

II.2) Description

II.2.1) Title

lot1

Lot No

1

II.2.2) Additional CPV code(s)

- 63500000 - Travel agency, tour operator and tourist assistance services

II.2.3) Place of performance

NUTS codes

- UK - UNITED KINGDOM

Main site or place of performance

Crown Commercial Service, as the Authority, intends to put in place an agreement for the provision of Travel and Venue booking solutions

for use by Central Government Departments and all other UK Public

II.2.4) Description of the procurement

Crown Commercial Service, as the Authority, intends to put in place an agreement for the provision of Travel and Venue booking solutions for use by Central Government Departments and all other UK Public Sector Bodies, including but not limited to Local Authorities, Health, Police, Fire and Rescue, Education and Devolved Administrations. This will also include British and foreign nationals in the event that the UK Government is supporting them as part of an emergency and/or crisis management response. The lotting structure of this framework will be determined as a result of the market engagement. Further information is included in the Additional Information section VI.3.

Testonly

II.2.14) Additional information

Crown Commercial Service, as the Authority, intends to put in place an agreement for the provision of Travel and Venue booking solutions for use by Central Government Departments and all other UK Public Sector Bodies, including but not limited to Local Authorities, Health, Police, Fire and Rescue, Education and Devolved Administrations. This will also include British and foreign nationals in the event that the UK Government is supporting them as part of an emergency and/or crisis management response. The lotting structure of this framework will be determined as a result of the market engagement. Further information is included in the Additional Information section VI.3.

Testonly

II.3) Estimated date of publication of contract notice

25 March 2021

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

This Prior Information Notice is to signal an intention to commence market engagement with those within the Corporate Travel market.

Please note that for this and all new UK procurement opportunities which are launched after 23:00 on 31 December 2020, CCS will be required to publish notices relating to those procurements on the new UK Find a Tender Service (FTS). Notices will not be published on Tenders Electronic Daily (TED)/OJEU.

You are therefore advised to monitor FTS and Contracts Finder for the notification of the release of the ITT documents for this procurement.

FTS will be available for public use from 23:00 on 31 December 2020.

Further information can be found at <https://www.gov.uk/guidance/public-sector-procurement-from-1-january-2021>

Crown Commercial Service intends to hold market engagement sessions during January 2021 with suppliers interested in potentially bidding for the framework agreement and resulting call off contracts. If you are interested in attending a market engagement session please express your interest by emailing travelprocurement@crownccommercial.gov.uk no later than midday on Friday the 9 January 2021. Further details will be provided to you.

Your email must clearly state: the name of your organisation, and contact details for the individual who will be participating in the market engagement. (Please note that in the event that these sessions are able to go ahead in a face to face environment with social distance safely measures in operation, that only one attendee per organisation will be permitted on this occasion, many thanks for your understanding)

Crown Commercial Service (CCS) will use an eSourcing system for this competition and reserves the right to use an electronic auction. The eSourcing system we will use is [\[https://crownccommercialservice.bravosolution.co.uk\]](https://crownccommercialservice.bravosolution.co.uk).

Please note that, to register, you must have a valid DUNS number (as provided by Dun

and Bradstreet) for the organisation which you are registering, who will be entering into a contract if invited to do so.

The value in II.1.5 is an indicative value range which is dependent on the agreed duration being either 4 years or 5 years.

The date in II.3) is the estimated date of publication, please refer to the CCS website page <https://www.crowncommercial.gov.uk/agreements/RM6217> for updates and monitor Tenders Electronic Daily for the publication of the OJEU contract notice.

The Cyber Essentials scheme is mandatory for Central Government Contracts which involve handling personal information and providing certain ICT products and services. The Government is taking steps to further reduce the levels of cyber security risk in its supply chain through the Cyber Essentials scheme. The scheme defines a set of controls which, when properly implemented, will provide organisations with basic protection from the most prevalent forms of threat coming from the internet.

The bidder may be awarded onto the framework agreement but shall not enter into any call off contracts with buyers until they are able to demonstrate to CCS that they meet the technical requirements prescribed by the Cyber Essentials or Cyber Essentials Plus Scheme for services under and in connection with this procurement.

The services that arise from this framework will involve the supplier holding material that has been assigned a protective marking under the Government Security Classifications Scheme (April 2014) of OFFICIAL/SENSITIVE. Bidders will be required to implement their solution in accordance with the [Framework Agreement] Schedule, "Security Requirement and Plan", to meet [Framework Agreement] requirements. This will be released at the ITT stage.