Invitation to Tender

Free Roam VR System

**BIGTP033**

1. **Background/Introduction**

Raze the Roof is a family entertainment centre located in Penryn, Cornwall. The 4 business cores are indoor play, birthday parties, laser tag and food & drink. The FEC (family Entertainment Centre) is based inside a 1080.47 sqm (11, 630 sq ft) light industrial unit. Customers travel to this location with all of the services offered by the centre are within the building.

Raze the Roof wishes to expand their offering through purchasing a turnkey 6-player free roam (not wired) VR system. The system should allow up to 6 players to game within one game simultaneously. The arena game play area will need attractive theming and the supplier will need to provide a minimum of 5 diverse games for all age groups. Each roaming system consisting of headset and VR gun will be able to function without the requirement of a standard backpack PC.

The purchase of this system is part of a grant funded application process and therefore procurement will be subject to grant approval of the project as a whole. We will compare tenders received on a compliance basis only.

1. **Project Specifications**

The tenderer is invited to provide a bid for a turnkey 6-player free roam (not wired) VR system. The system should allow up to 6 players to game within one game simultaneously. The arena game play area will need attractive theming and the supplier will need to provide a minimum of 5 diverse games for all age groups. Each roaming system consisting of headset and VR gun will be able to function without the requirement of a standard backpack PC.

Specific requirements are:

* 1. Fully mobile hardware rack mounted system with Wi-Fi access points and network routers
  2. Fully mobile ‘pop-up’ gantry arena with a minimum footprint of 66 sqm with themed wrap
  3. Full management app for equipment status, player and game management for smartphone and tablet
  4. No motion capture cameras or lighthouses
  5. 7 x Lightweight micro pc backpack (not standard backpack pc)
  6. 7 x Lightweight VR headsets with motion capture capability
  7. 7 x Ergonomic and lightweight battery packs with a minimum of 6 hours gaming time
  8. 7 x Integrated motion tracking guns
  9. Fully mobile server rack capable of holding 8 machines
  10. Surround sound system mounted within the arena play area
  11. 11m x 6m (66m2 Printed Flooring)
  12. Maintenance and online support package including online software and ‘next day’ hardware replacement
  13. A minimum of 5 games collectively suitable for children and adults
  14. Ongoing game development
  15. Installation and setting to work to include full functional test
  16. 40% payment at commencement of project, 40% on delivery then 20% payment one week after system successfully commissioned.

1. **ITT Timetable**

The anticipated timetable for submission of the tender and commission milestones are set out below:

|  |  |
| --- | --- |
| Activity | Date |
| Date ITT available on Contracts Finder | 20 January 2021 |
| Last date for raising queries | 1st February 2021 |
| Last date for clarifications to queries | 3rd February 2021 |
| Deadline to return ITT | 23:59 on 5 February 2021 |
| Evaluation of ITT | 8 February 2021 |
| Award of Contract | This is subject to successfully obtaining grant funding and will normally be no later than 90 days from contract evaluation |

1. **Conflicts of Interest**

Please provide a statement with regards to a conflict of interest for this procurement through the provision of either:-

A Declaration that to your knowledge there is no conflict of interest between your company and the Raze the Roof T/A Fudged Enterprises Ltd that is likely to influence the outcome of this procurement either directly or indirectly through financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the contexts of this procurement procedure.

Or

A Declaration that there is a likely conflict of interest between your company and Raze the Roof T/A Fudged Enterprises Ltd that is likely to influence the outcome of this procurement either directly or indirectly through financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the contexts of this procurement procedure, please provide details of this connection.

This will permit Raze the Roof T/A Fudged Enterprises Ltd, that in the event of a conflict of interest, appropriate steps are taken to ensure that the evaluation of any submission will be undertaken by an independent and impartial party.

**Exclusion**

Raze the Roof T/A Fudged Enterprises Ltd exclude applicants from participation in this procurement procedure where they have established or are otherwise aware that the applicant, to include administrative, management or supervisory staff that have powers of representation, decision or control of the applicants company, has been the subject of a conviction by final judgment of one of the following reasons:-

Participation in a criminal organisation

Corruption

Fraud

Terrorist offences or offences linked to terrorist activities

Money laundering or terrorist financing

Child labour and other forms of trafficking in human beings

1. **Consortium or sub-contracting**

Where a consortium or sub-contracting approach is proposed, all information requested should be given in respect of the proposed prime contractor or consortium leader. Relevant information should also be provided in respect of consortium members or sub-contractors who will play a significant ( greater than 25%) role in the delivery of the services under any ensuing Contract.

1. **Tender Application Requirements**
   1. Confirmation that **you the supplier** are able to meet the requirements outlined in the brief above.
   2. **Dated** your response, used our company’s full postal address (albeit you submission might be by email) and included the **Reference: BIGTP033**
   3. Details of who to **contact** in your company in relation to this tender
   4. Total cost of providing the goods/services requested in the format required
   5. **COMPLETED ENCLOSURE 1 – COMPLIANCY MATRIX**
2. **Tender Scoring Criteria**

The tender will be scored only on their compliance to the specification set out in section 2 and awarded to the lowest compliant tender.

1. **Tender Returns**

Tenders may be returned by email or post, or by delivery in person.

Tenders are to be returned by:-

Latest date to be returned: 05/02/2021

Latest time to be returned: 23:59

If submitting by **email,** tenders should be sent electronically to [steve@razetheroof.co.uk](mailto:steve@razetheroof.co.uk) with the following message **clearly noted in the Subject box; ‘ Free Roam VR System BIGTP033’**

Tenderers are advised to request an acknowledgement of receipt when submitting by email.

If submitting by post or in person, the Tender must be enclosed in a sealed envelope, only marked as follows:-

Tender - Strictly Confidential – ‘**Free Roam VR System BIGTP033’**

Contract Reference Number: BIGTP033

Addressed to:

30a Parkengue

Kernick Road Industrial Estate

Penryn

Cornwall

TR10 9EP

The envelope should not give any indication to the Tenderer’s identity. Marking by the carrier will not disqualify the tender.

If delivery **by hand** please obtain an official Receipt at point of delivery

1. **Clarification**

There will not be any negotiations of any of the substantive terms of the Tender Documents. Only clarification queries will be answered. Any clarification queries arising from the Tender Documents which may have a bearing on the offer should be raised as soon as possible in writing. The deadline for clarification questions is as detailed in Section 3. All e-mailed queries should be sent to:-

Name: Stephen Smith

E-mail: steve@razetheroof.co.uk

No representation by way of explanation or otherwise to persons or corporations tendering or desirous of tendering as to the meaning of the tender, Contract or other Tender Documents or as to any other matter or thing to be done under the proposed contract shall bind us unless such representation is in writing and duly signed by Stephen Smith of Raze the Roof T/A Fudged Enterprises Ltd. All such correspondence shall be returned with the Tender Documents and shall form part of the Contract.

Tenderers must provide a single point of contact in their organisation for all contact between the Tenderer and Raze the Roof T/A Fudged Enterprises Ltd

Responses to any queries will be shared through Contracts Finder website

1. **Disclaimer**

The issue of this documentation does not commit Raze the Roof T/A Fudged Enterprises Ltd to award any contract pursuant to the bid process or enter into a contractual relationship with any provider of the service. Nothing in the documentation or in any other communications made between Raze the Roof T/A Fudged Enterprises Ltd or its agents and any other party, or any part thereof, shall be taken as constituting a contract, agreement or representation between Raze the Roof T/A Fudged Enterprises Ltd and any other party (save for a formal award of contract made in writing by or on behalf of Raze the Roof T/A Fudged Enterprises Ltd).

Bidders must obtain for themselves, at their own responsibility and expense, all information necessary for the preparation of their tender responses. Information supplied to bidders Raze the Roof T/A Fudged Enterprises Ltd or any information contained in Raze the Roof T/A Fudged Enterprises Ltd publications are supplied only for general guidance in the preparation of the tender response. Bidders must satisfy themselves by their own investigations as to the accuracy of any such information and no responsibility is accepted by Raze the Roof T/A Fudged Enterprises Ltd for any loss or damage of whatever kind and howsoever caused arising from the use by bidders of such information.

Bidders shall be responsible for their own costs and expenses in connection with or arising out of their response. Raze the Roof T/A Fudged Enterprises Ltd reserves the right to vary or change all or any part of the basis of the procedures for the procurement process at any time or not to proceed with the proposed procurement at all.

Cancellation of the procurement process (at any time) under any circumstances will not render Raze the Roof T/A Fudged Enterprises Ltd liable for any costs or expenses incurred by bidders during the procurement process.

Enclosures:

1. Compliancy Matrix