

Your Ref:
My Ref:
Contact: Mark Homersham
Tel: 01482 613694
Fax:
Email: mark.homersham@hullcc.gov.uk
Date: 30 January 2019

Dear Sirs

OJEU Ref.

Tender to secure a Commercial Partner to develop, deliver, market and operate Cruise Hull Yorkshire.

CONTRACT Ref. DN389036

You are invited to express interest in the opportunity to become a commercial partner for the new Hull Cruise Facility, in partnership with Hull City Council. This tender is being undertaken using the Competitive Dialogue procedure under the Public Contracts Regulations 2015. Those potential suppliers who are shortlisted will later be invited to participate in dialogue (*'Invitation to Participate in Dialogue' (ITPD) documentation is enclosed now for bidder information only*), with final remaining suppliers ultimately being invited to submit a **Final Tender** at the conclusion of the dialogue process.

The enclosed documentation provides bidders with both background and descriptive information for Cruise Hull Yorkshire, plus documentation for the ITPD and Outline Solutions stage, together with documentation to be completed and returned for the initial Pre-Qualification stage.

Together with this covering letter (DOCUMENT A), the documentation comprises the following:-

- 1) DOCUMENT B – Cruise Hull Yorkshire Procurement Descriptive Document
- 2) DOCUMENT C – Cruise Hull Yorkshire – Pre Qualification Questionnaire **(to be completed and returned by 28th February 2019)**
- 3) DOCUMENT D - Cruise Hull Yorkshire – Invitation to Participate in Dialogue
- 4) DOCUMENT E - Cruise Hull Yorkshire – ITPD Appendix A – Evaluation criteria and scoring guidance
- 5) DOCUMENT F – Cruise Hull Yorkshire – ITPD Schedule 1 – Legal Partner Template
- 6) DOCUMENT G – Cruise Hull Yorkshire – ITPD Schedule 2 – Financial Proforma

The Descriptive Document (DOCUMENT B) gives background to the project, an overview of the Cruise Hull Yorkshire, and project requirements.

The Invitation To Participate in Dialogue (DOCUMENT D) gives details of the dialogue process, and submission requirements.

The Evaluation criteria and scoring guidance (DOCUMENT E) gives details of the evaluation criteria to be used.

The Legal Partner Template (DOCUMENT F) is a draft agreement which is supplied for comment and mark up.

The Operational Pro forma (DOCUMENT G) is an excel document which should be completed as part of the ITPD stage.

Additional information about the project is provided within an Appendix folder on YORtender.

Interested providers should ensure that they now complete and return their Pre Qualification Questionnaire submission, (please see DOCUMENT C), together with any relevant enclosures, and ensure that this is uploaded to the Council's electronic tender portal, YORtender, by **12:00 noon on Thursday 28th February 2019.** Responses to the questions should be returned in the same order, and using the same numbering convention, as set out in the documents. Applicants may insert additional space for responses, or insert additional sheets, if required.

Providers are reminded that they should complete all relevant documentation as directed and to fully respond to the Questions / information requests set out in the documents and in Part 1 Joint Venture and Part 2 Operation, and of course to ensure that this is uploaded to the YORtender portal by the deadline indicated.

Thank you for your interest in this contract.

Yours faithfully

M. J. Homersham
Category Manager
Corporate Procurement
HULL CITY COUNCIL