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Tender

Paisley Halloween Festival - Parade & Town Centre Animation

Renfrewshire Council

F02: Contract notice

Notice identifier: 2026/S 000-003340

Procurement identifier (OCID): ocds-h6vhtk-05fbdb

Published 15 January 2026, 9:51am

Section I: Contracting authority

I.1) Name and addresses

Renfrewshire Council

Renfrewshire House, Cotton Street

Paisley

PA1 1JB

Contact

Stuart McLean

Email

stuart.mclean@renfrewshire.gov.uk

Telephone

+44 3003000300

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

<http://www.renfrewshire.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00400

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.publictenderscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictenderscotland.publiccontractsscotland.gov.uk/>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Paisley Halloween Festival - Parade & Town Centre Animation

Reference number

RC-CPU-25-168

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

Renfrewshire Council are seeking a highly experienced and established creative company to develop and deliver a parade and town centre animation for Paisley Halloween Festival 2026 on Friday 23rd and Saturday 24th October, and Friday 29th and Saturday 30th October 2027 (with the option of adding year 3 on 27/28 October 2028).

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79952100 - Cultural event organisation services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Renfrewshire

II.2.4) Description of the procurement

The Tender Procedure shall be conducted in accordance with an above Government Procurement Agreement (GPA) Threshold Open Tender procedure relating to a Services Contract.

II.2.5) Award criteria

Quality criterion - Name: Methodology (2026 Event) / Weighting: 20

Quality criterion - Name: Methodology (2027 Event) / Weighting: 20

Quality criterion - Name: Project Management (2026 Event) / Weighting: 8.50

Quality criterion - Name: Project Management (2027 Event) / Weighting: 8.50

Quality criterion - Name: Collaborative Approach (2026 Event) / Weighting: 4

Quality criterion - Name: Collaborative Approach (2027 Event) / Weighting: 4

Quality criterion - Name: Community Engagement (2026 Event) / Weighting: 2.50

Quality criterion - Name: Community Engagement (2027 Event) / Weighting: 2.50

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community Benefit Outcome Menu / Weighting: 2

Quality criterion - Name: Community Benefits Methodology / Weighting: 3

Price - Weighting: 20

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

Start date

25 May 2026

End date

30 November 2027

This contract is subject to renewal

Yes

Description of renewals

Option to extend for 12 Months from 1 December 2027 - 30 November 2028, at sole discretion of the Council.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section III. Legal, economic, financial and technical information

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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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.2.1) Previous publication concerning this procedure

Notice number: [2025/S 000-085479](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

16 February 2026

Local time

12:00pm

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

Tender must be valid until: 16 July 2026

IV.2.7) Conditions for opening of tenders

Date

16 February 2026

Local time

12:00pm

Information about authorised persons and opening procedure

Tender submission will be opened on PCST with 2 procurement officers.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 30833. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

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Community benefits are included in this requirement. For more information see:
<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

The Council's expectation is that 40 Community Benefit Points (CBPs) or more will be delivered under this contract.

Tenderers are required to complete and return the document titled "Community Benefits Outcome Menu" detailing the Community Benefits offered should the Tenderer be successful in being awarded this contract

Tenderers are encouraged to familiarise themselves with Section 7 – Community Benefits prior to providing a response to this requirement.

(SC Ref:820428)

VI.4) Procedures for review

VI.4.1) Review body

See VI.4.3) below

See VI.4.3) below

Edinburgh

EH1 1RQ

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Court of Session

Parliament Square

Edinburgh

EH1 1RQ

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures: An economic operator that suffers or risks suffering, loss or damage attributable to breach of duty under the Procurement Reform (Scotland) Act 2014 may bring proceedings in the Sheriff Court or the Court of Session in accordance with the Procurement Reform (Scotland) Act 2014.

VI.4.4) Service from which information about the review procedure may be obtained

Court of Session

Parliament Square

Edinburgh

EH1 1RQ

Country

United Kingdom

