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Tender

Hire Installation Removal and Storage of Festive Lights

Cardiff Council

F02: Contract notice

Notice identifier: 2025/S 000-004190

Procurement identifier (OCID): ocds-h6vhtk-04dcd0

Published 7 February 2025, 2:17pm

Section I: Contracting authority

I.1) Name and addresses

Cardiff Council

County Hall, Atlantic Wharf

Cardiff

CF10 4UW

Contact

Rebecca Parsons

Email

CorporateandTransport@cardiff.gov.uk

Telephone

+44 2920873732

Country

United Kingdom

NUTS code

UKL22 - Cardiff and Vale of Glamorgan

National registration number

PPON PVHP-5769-YHRQ

Internet address(es)

Main address

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

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0422

I.3) Communication

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

<https://supplierlive.proactisp2p.com/account/login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/account/login>

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

Hire Installation Removal and Storage of Festive Lights

Reference number

ERFX1008578

II.1.2) Main CPV code

- 50232000 - Maintenance services of public-lighting installations and traffic lights

II.1.3) Type of contract

Services

II.1.4) Short description

To ensure that the Council delivers the most dynamic and visually exciting festive displays in an effective way, the Council wish to go out to the market to secure appropriate and experienced suppliers for this service. The agreement will require proven expertise and resources to supply vibrant festive displays across the City, as well as manage, plan, install and remove the festive lights programme for the Capital City of Wales. The successful contractors may also be required to provide advice both creatively and technically.

II.1.5) Estimated total value

Value excluding VAT: £300,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 31522000 - Christmas tree lights

II.2.3) Place of performance

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

Main site or place of performance

Cardiff

II.2.4) Description of the procurement

To ensure that the Council delivers the most dynamic and visually exciting festive displays in an effective way, the Council wish to go out to the market to secure appropriate and experienced suppliers for this service. The agreement will require proven expertise and resources to supply vibrant festive displays across the City, as well as manage, plan, install and remove the festive lights programme for the Capital City of Wales. The successful contractors may also be required to provide advice both creatively and technically.

II.2.5) Award criteria

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

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

Duration in months

12

This contract is subject to renewal

No

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

please refer to the tender documents

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

Please refer to the Tender 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.2.2) Time limit for receipt of tenders or requests to participate

Date

10 March 2025

Local time

12:00pm

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

English, Welsh

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

10 March 2025

Local time

12:00pm

Place

Proactis Platform will release submissions to authorised procurement team

Information about authorised persons and opening procedure

Proactis Platform will release submissions to authorised procurement team once deadline has been reached

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: January 2026

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Please refer to Tender Documents

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=148021.

(WA Ref:148021)

The buyer considers that this contract is suitable for consortia.

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom