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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](mailto: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](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

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## **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

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## **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

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## **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

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## **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](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