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Tender

## **Castle of Light Production Collaboration**

Historic Environment Scotland

F02: Contract notice

Notice identifier: 2024/S 000-007985

Procurement identifier (OCID): ocds-h6vhtk-044803

Published 13 March 2024, 11:18am

The closing date and time has been changed to:

**22 April 2024, 5:00pm**

See the [change notice](#).

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

#### **Email**

[procurement@hes.scot](mailto:procurement@hes.scot)

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://historicenvironment.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00164](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00164)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

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

**I.4) Type of the contracting authority**

Other type

Non-Departmental Public Body

**I.5) Main activity**

Other activity

Conservation, Built Environment, Heritage, Tourism

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Castle of Light Production Collaboration

Reference number

HES/C/4240

#### **II.1.2) Main CPV code**

- 79952000 - Event services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Historic Environment Scotland (HES) is seeking to commission a supplier who is able to provide creative production and event management services to create a series of late-night winter events at Edinburgh Castle.

#### **II.1.5) Estimated total value**

Value excluding VAT: £1,360,000

#### **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

- UKM75 - Edinburgh, City of

## **II.2.4) Description of the procurement**

HES is seeking to commission a supplier who is able to provide creative production and event management services to create a series of late-night winter events at Edinburgh Castle. This will primarily involve:

- Themed event lighting.
- Projections and audio at exterior locations across the site.
- Special effects and interactive or immersive elements.
- Overall event production responsibility.
- Additional lighting at other locations (including select interior areas) to enhance the existing Castle lighting scheme and create a unique atmosphere.
- Sound design and production.
- Technical support across the event run.
- Contribution to marketing initiatives.

## **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 65

Price - Weighting: 35

## **II.2.6) Estimated value**

Value excluding VAT: £1,360,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

There will be the option for HES to extend the contract for a further 24 month period, giving a total possible contract length of four (4) years.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The Contracting Authority reserves the right to request additional deliveries by the Successful Tenderer, either intended as partial replacement of supplies or installations or as extensions of existing supplies and installations. The Contracting Authority may at its sole discretion exercise this option.

#### **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.1.2) Economic and financial standing**

List and brief description of selection criteria

HES use Scotbis, an independent provider of business credit reports, to assess the financial standing of tenderers. The overall aim of this assessment is to ensure, as far as possible, that any potential Supplier will not have financial difficulties that endanger their ability to perform the Contract. If financial information cannot be gained from that source Historic Environment Scotland will request that you provide full audited accounts for the last full financial year. If Suppliers cannot provide any of the assurances as detailed above, and it is determined by HES that your financial strength is not adequate, then your company may not pass the financial evaluation. If you can provide the assurances as detailed above, HES may explore these options with you before determining whether your company can be taken forward in this procurement exercise. Bank details may also be sought to support the above.

Minimum level(s) of standards possibly required

With reference to SPD (Scotland) question 4B.5, it is a requirement of this contract that bidders hold, or can commit to obtain, prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

- Public Liability - minimum cover 10,000,000 GBP
- Employers' Liability - minimum cover 5,000,000 GBP
- Professional Indemnity – minimum cover 5,000,000 GBP

### **III.2) Conditions related to the contract**

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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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**

Originally published as:

Date

15 April 2024

Local time

12:00pm

Changed to:

Date

22 April 2024

Local time

5:00pm

See the [change notice](#).

#### **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**

Duration in months: 5 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

15 April 2024

Local time

12:00pm

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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: Four years from May 2024

#### **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**

Bidders must clearly state if there are any issues with the Terms and Conditions of Contract in their response or prior to the submission deadline as HES will not negotiate at contract award or post contract award.

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

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=760336](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=760336).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.



(SC Ref:760336)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=760336](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=760336)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom