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Tender

Event Management Delivery

Spennymoor Town Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-008058

Procurement identifier (OCID): ocds-h6vhtk-061216

Published 29 January 2026, 1:46pm

Scope

Description

The contracting of an Event Management company to deliver on the management, health, safety, security, infrastructure, logistics and co-programming of an annual community outdoor events programme in Spennymoor, Co Durham, UK.

This programme has an annual budget of £100,000 and it is proposed that the successful contractor will deliver over 3 years of event programmes from 2026 to 2029.

Total value (estimated)

- £300,000 excluding VAT
- £360,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2029
- Possible extension to 31 March 2031
- 5 years

Description of possible extension:

potential 2 year extension optional dependant on local authority budget and council agreement

Main procurement category

Services

CPV classifications

- 92000000 - Recreational, cultural and sporting services
- 98000000 - Other community, social and personal services

Contract locations

- UKC - North East (England)

Participation

This procurement is reserved for

UK suppliers

Conditions of participation

SME's only

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

14 February 2026, 4:00pm

Tender submission deadline

28 February 2026, 5:00pm

Electronic auction will be used

Yes

Submission address and any special instructions

submissions by email to: events@spennymoor-tc.gov.uk

organisation website www.spennymoor-tc.gov.uk

Tenders may be submitted electronically

Yes

Award criteria

Name	Type	Weighting
Quality of network of suppliers and sub contractors (eg. security, medical, technical, programme) plus willingness and ability to work collaboratively with Council officers on planning and programming	Quality	35%
Quality of response and suitability of services and qualifications	Quality	25%
Cost	Cost	25%
Relevant experience and track record (including case studies)	Quality	15%

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

[INVITATION TO QUOTE V1.docx](#)

Contracting authority

Spennymoor Town Council

- Public Procurement Organisation Number: PLHW-8896-XTTX

Town Hall

Spennymoor

DL16 6DG

United Kingdom

Contact name: Debbie Connell

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Website: <http://www.spennymoor-tc.gov.uk>

Region: UKC14 - Durham CC

Organisation type: Public authority - sub-central government