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Tender

## **Floodlights - 1 - Supply and Installing 5 x Floodlighting Columns (reuse current LED Floodlights) 2 - Supply and Installing 1 x Floodlight Column and Floodlights. At Raleys Field, Sevenoaks**

Sevenoaks Town Council

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

Notice identifier: 2026/S 000-009150

Procurement identifier (OCID): ocds-h6vhtk-060f63

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## **Scope**

### **Description**

Tenders are invited for the supply and installation of 5 Floodlighting Columns using current LED floodlights and a further 1 new column and floodlights at Raleys Field, off Plymouth Drive, Sevenoaks, Kent TN13 3RP.

### **Background**

Sevenoaks Town Council owns and operates the two above-pictured open public spaces referred to as Raleys Field (northern-most field) and Knole Paddock (southern field). These open spaces in addition to being used extensively by the general public are used for cricket, football and rugby.

Adjacent to the open space is the Sevenoaks Rugby Football Club and the fields are primarily used by them during the rugby season.

To the best of the Town Council's knowledge the current floodlighting columns were installed over 30 years ago originally the responsibility of the Rugby club who had paid for; and maintained the floodlights and floodlight columns. In 2022 it was considered that the old sodium lights had reached the end of their life, the Rugby Club were not in a position to address this which instigated Sevenoaks Town Council taking on the replacement with brighter low energy LED lights on the existing columns.

In replacing the bulbs for the rugby season this year one of the mechanism for lowering the floodlights failed. This has brought into question the structural integrity of the old floodlights.

The rugby pitches have static floodlights on one side. The other side has portable floodlights as permanent cannot be installed as this would impact the cricket pitches.

### Key Points

1. The tender is for replacement 5 columns for current floodlights
2. Separately for 1 further new column (new electrics etc) and floodlight.
3. To be installed outside of rugby playing season.
4. Columns to be able to be lowered to enable change of bulbs etc.
5. Demonstration of meeting all compliant standards e.g. electrics, H&S.
8. A site visit is advised in preparation of your tender to assess access etc.

### General Scope of Contract

1. Ownership, liability and responsibility for insurance of the works and associated equipment will remain with the contractor until satisfactory reports have been accepted by Sevenoaks Town Council.
2. A project coordinator or single point of contact must be provided by the successful tenderer who will remain contactable to deal with any queries or problems that may arise. The point of contact must be available from the date the contract is awarded until satisfactory completion of the project.
3. The contractor will be required to liaise closely with Sevenoaks Town Council prior to commencement of works and during the installation period.
4. Whilst construction is taking place, the area must be contained within security fencing to prevent unauthorised access. Fencing to be provided at contractor's cost.

5. Storage of machinery, equipment and materials will be the responsibility of the contractor.

6. All excess materials and spoil from excavation are to be disposed of at the contractors cost at a licensed recycling centre.

7. Any area of the recreation ground or private property damaged by the contractor during the works must be reinstated to its original condition at the contractors cost.

Specification to include:

- All professional fees and design
- Drawings of proposed design
- Mobilisation and set
- Setting out of work area
- Installation
- Demobilisation and any reinstatements

#### Health and Safety Requirements

Tenderers will be required to supply Sevenoaks Town Council with copies of the following with the tender submission:

- Method statements
- General Risk Assessments
- Health and Safety Policy
- Certificate of Public Liability Insurance
- Certificate of Employers Liability Insurance
- Proof of Operative Qualifications.

#### Guarantees and Warranties

Please provide a detailed breakdown of warranties and guarantees for all items to be installed.

## Evaluation and Awarding of the Contract

The contract will be awarded to the company that complies with all written requirements, has satisfactory references, offers best value of service and price. Guarantees and warranties will be assessed on their own merit to ensure ongoing maintenance is kept to a minimum. Sevenoaks Town Council may require further information from the tenderer after the submission deadline, if this occurs, we will contact the contractors nominate person named in the tender questionnaire.

The contract will be evaluated on the following basis:

Complete written tender

Trade references

Additional facilities - fencing, safety surface

Price

Feedback from Public

Maintenance requirements

Questions asked by Contractors

- Can you please confirm the manufacturer of the existing LEDs See the attached specification sheet, also the Lux uniformity calculations
- Can you please provide a draft copy of any T&Cs we would be expected to sign if successful
- Can you please confirm the existing column heights Estimated at 12m
- Can you please confirm if a ground investigation report is available, clarifying ground bearing pressures, as this will be needed to calculate column base dimensions No ground investigation has been done so far
- Heavy plant will be needed onsite. Please confirm if we are to include within our price the cost for reseeding of grass or any boarding, or if the Council will take responsibility for this. Responsibility for ground matting and reinstatement lies with the successful contractor summer installation planned

### **Total value (estimated)**

- £40,000 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 1 May 2026 to 7 May 2026
- 7 days

### **Main procurement category**

Works

### **CPV classifications**

- 31518100 - Floodlights
- 45112720 - Landscaping work for sports grounds and recreational areas

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## **Participation**

### **This procurement is reserved for**

UK suppliers

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Tender submission deadline**

28 February 2026, 11:59pm

### **Submission address and any special instructions**

[rfo@sevenoakstown.gov.uk](mailto:rfo@sevenoakstown.gov.uk)

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

### **Tenders may be submitted electronically**

Yes

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## **Award criteria**

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## **Documents**

### **Associated tender documents**

[STC Tender Letter - Rugby Floodlights \(2 GE\).docx](#)

[Tender Questionnaire - Floodlights Raleys Field.docx](#)

[Product sheet for NEO LED Flood Light.pdf](#)

Product Sheet for questions asked located in the scope.

[Sevenoaks RFC 100lux 0.5 uniformity.pdf](#)

Luminaire Data Sheet

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## Contracting authority

### Sevenoaks Town Council

- Public Procurement Organisation Number: PWRT-7368-MNDD

Sevenoaks Town Council Offices, Bradbourne Vale Road, Sevenoaks, Kent, TN13 3QG

sevenoaks

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United Kingdom

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Email: [rfo@sevenoakstown.gov.uk](mailto:rfo@sevenoakstown.gov.uk)

Region: UKJ46 - West Kent

Organisation type: Public authority - sub-central government