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Tender

Inside the Archive – Exhibition Resources for Touring

British Film Institute

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

Notice identifier: 2025/S 000-011687

Procurement identifier (OCID): ocds-h6vhtk-04f9d4 ([view related notices](#))

Published 28 March 2025, 10:07am

Scope

Reference

2025/426

Description

The BFI looks after one of the largest and most important collections of film and television in the world. Its teams of experts ensure that the collection is preserved and developed for future generations and made widely accessible to today's audiences.

'Inside the Archive', developed for Strand 1 of the Our Screen Heritage programme, aims to bring the archive to life by better communicating how we collect, preserve and restore film. For more information please see Inside the Archive webpage; the Inside the Archive Playlist on the BFI YouTube Channel, and the Inside the Archive Weekly Blog.

We are now looking to commission a body of interpretive materials to form an exhibition that will tour to a range of partner venues including but not limited to multi-arts centres, cultural and community cinemas, libraries, museums and education spaces, as well as events and festivals across the UK. The exhibition will be in situ for short periods only - from one day to one week. The resources must therefore be transportable and 'pop-up'

and able to adapt to different environments. Ideally, we would be looking for an audio-visual resource that enables people to explore 'Inside the Archive' in a way that is accessible, relevant and engaging - accompanied by a selection of graphic panels to convey additional information. But we welcome creative responses to this brief and, due to the short timelines, encourage respondents to embrace their strengths and build on work delivered for previous projects.

Total value (estimated)

- £33,333 excluding VAT
- £40,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 2 June 2025 to 1 December 2025
- Possible extension to 1 March 2026
- 9 months

Description of possible extension:

4 month extension available if required.

Main procurement category

Services

CPV classifications

- 32321200 - Audio-visual equipment

- 79340000 - Advertising and marketing services
- 79342000 - Marketing services
- 79342200 - Promotional services
- 92621000 - Sports-event promotion services

Submission

Enquiry deadline

24 April 2025, 1:00pm

Tender submission deadline

1 May 2025, 1:00pm

Submission address and any special instructions

<https://www.in-tendhost.co.uk/bfi.aspx/Home> Please log-in or register here for full tender details.

Tenders may be submitted electronically

Yes

Award criteria

Quality 80%, Price (Value for Money) 20%

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

<https://www.in-tendhost.co.uk/bfi/aspx/Home>

Contracting authority

British Film Institute

- Charity Commission (England and Wales): 287780

21 STEPHEN STREET

LONDON

W1T 1LN

United Kingdom

Email: graham.bellas@bfi.org.uk

Region: UKI31 - Camden and City of London

Organisation type: Public authority - sub-central government