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Tender

## **Tunbridge Wells Assembly Hall Theatre Annual Pantomime Production**

Tunbridge Wells Borough Council

F02: Contract notice

Notice identifier: 2021/S 000-011751

Procurement identifier (OCID): ocds-h6vhtk-02b559

Published 26 May 2021, 4:18pm

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

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

Tunbridge Wells Borough Council

Town Hall

Tunbridge Wells

TN1 1RS

#### **Contact**

Miss Louisa Coley

#### **Email**

[louisa.coley@tunbridgewells.gov.uk](mailto:louisa.coley@tunbridgewells.gov.uk)

#### **Telephone**

+44 1892526121

**Country**

United Kingdom

**NUTS code**

UKJ46 - West Kent

**Internet address(es)**

Main address

<http://www.tunbridgewells.gov.uk>

Buyer's address

<http://www.tunbridgewells.gov.uk>

**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

[www.kentbusinessportal.org.uk](http://www.kentbusinessportal.org.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.kentbusinessportal.org.uk](http://www.kentbusinessportal.org.uk)

**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**

Tunbridge Wells Assembly Hall Theatre Annual Pantomime Production

Reference number

DN546645

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

- 92000000 - Recreational, cultural and sporting services

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

Services

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

Tunbridge Wells Borough Council ("the Council") is looking for an experienced production company to aid the production of our annual pantomime. The successful bidder will be required to work alongside our Culture Team to create a family friendly production that runs throughout December into the beginning of January. This contract will commence in October 2021, the first production will need to be delivered in December 2022. The Council intends to appoint the successful tenderer for an initial 12 month term, with the option of up to 2 annual extensions subject to commercial terms being met as outlined below in the tender specification.

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

Value excluding VAT: £1,000,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

### **II.2.3) Place of performance**

NUTS codes

- UKJ46 - West Kent

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

Tunbridge Wells Borough Council ("the Council") is looking for an experienced production company to aid the production of our annual pantomime. The successful bidder will be required to work alongside our Culture Team to create a family friendly production that runs throughout December into the beginning of January. This contract will commence in October 2021, the first production will need to be delivered in December 2022. The Council intends to appoint the successful tenderer for an initial 12 month term, with the option of up to 2 annual extensions subject to commercial terms being met as outlined below in the tender specification.

Key Dates & Timeline for Procurement

Tender release: Wednesday 26th May 2021

Expression of Interest Deadline: 12:00pm Friday 9th July 2021

Deadline for submission of completed tenders: 12:00pm Friday 23rd July 2021

Evaluation: w/c Monday 26th July 2021

Interviews: Monday 9th August 2021 and Tuesday 10th August 2021

Appointment of contractor: w/c Monday 4th October 2021

### **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

Yes

Description of renewals

Two possible 12 month extensions available at the end of the initial 12 month term

#### **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 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

9 July 2021

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

23 July 2021

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

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

Mid Kent Legal Services

Town Hall

Tunbridge Wells

TN1 1RS

Telephone

+44 1892526121

Country

United Kingdom