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Tender

## **Hire of Christmas Lights, Christmas Tree, Installation and take down**

Leigh-on-Sea Town Council

F02: Contract notice

Notice identifier: 2025/S 000-011857

Procurement identifier (OCID): ocds-h6vhtk-04fa49

Published 28 March 2025, 4:24pm

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

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

Leigh-on-Sea Town Council

Leigh Community Centre, 71-73 Elm Road,

Leigh-on-Sea

SS91SP

#### **Contact**

Clare Milligan

#### **Email**

[clerk@leighonseatowncouncil.gov.uk](mailto:clerk@leighonseatowncouncil.gov.uk)

#### **Telephone**

+44 1702716288

#### **Country**

United Kingdom

**Region code**

UKH31 - Southend-on-Sea

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

[www.leighonseatowncouncil.gov.uk](http://www.leighonseatowncouncil.gov.uk)

**I.3) Communication**

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

<https://www.contractsfinder.service.gov.uk/Notice/10c37931-92b0-4882-b9b0-8ca14c8c5e77>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.leighonseatowncouncil.gov.uk](http://www.leighonseatowncouncil.gov.uk)

Tenders or requests to participate must be submitted to the above-mentioned address

**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**

Hire of Christmas Lights, Christmas Tree, Installation and take down

Reference number

CM/2025xmas

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

- 31500000 - Lighting equipment and electric lamps

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

Supplies

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

3 year contract for the hiring and installation of Christmas Lights for Leigh-on-Sea, Essex and a Christmas Tree with lights.

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKH31 - Southend-on-Sea

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

Hire of Christmas Lights for Lighting Columns and Community Centre as well as supplying a Christmas Tree and installing lights on this and surrounding trees. All lighting to be installed at the end of each November and taken down beginning to mid January every year.

### **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

36

This contract is subject to renewal

No

**II.2.10) Information about variants**

Variants will be accepted: Yes

**II.2.11) Information about options**

Options: 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**

Selection criteria as stated in the procurement documents

**III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

**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**

Date

5 May 2025

Local time

5:00pm

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

English

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

Date

16 May 2025

Local time

11:00am

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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**

Leigh-on-Sea Town Council

Leigh-on-Sea

Country

United Kingdom