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Tender

Rugeley Town Council - Supply of Christmas Lights and associated works for a 3-year contract

Rugeley Town Council

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

Notice identifier: 2026/S 000-014873

Procurement identifier (OCID): ocids-h6vhtk-065746

Published 18 February 2026, 3:16pm

Scope

Reference

RTC26LIGHTS

Description

Rugeley Town Council is seeking tenders from suitably qualified organisations for the design, installation, maintenance, removal and storage of festive lights and decorations in the Town Centre and surrounding area

The Council is open to imaginative ideas and suggestions on how to best illuminate the area during the festive period to give that WOW factor and improve the current display for the residents of Rugeley

There is the need for the winning tenderer to attend the light switch on and oversee the lights being switched on to ensure all lights are working

In order that your company is considered for the supply of these services, please ensure that you submit your response to the requirements stated in the specification

Total value (estimated)

- £150,000 excluding VAT
- £180,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 September 2026 to 31 December 2028
- 2 years, 4 months

Main procurement category

Services

CPV classifications

- 31522000 - Christmas tree lights
- 31523000 - Illuminated signs and nameplates
- 31530000 - Parts of lamps and lighting equipment
- 50232110 - Commissioning of public lighting installations

Contract locations

- UKG2 - Shropshire and Staffordshire
-

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

27 February 2026, 11:59pm

Tender submission deadline

20 March 2026, 1:00pm

Submission address and any special instructions

Please submit Tenders by email to: clerk@ruegelytowncouncil.gov.uk

By post to:

Rugeley Town Council

c/o The Rose Theatre, Taylors Lane, Rugeley WS15 2AA

Or follow the instructions in the tender documents on our website:

<https://ruegelytowncouncil.gov.uk/documents/christmas-light-tender-2026-2028/>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

17 April 2026

Award criteria

| Name | Type | Weighting |
|-------------------------------|-------------|------------------|
| Lighting Design | Quality | 40% |
| Price | Price | 20% |
| Competence/Experience | Quality | 20% |
| Quality of Tender Application | Quality | 20% |

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Documents

Associated tender documents

[Christmas Light Tender 2026.pdf](#)

Rugeley Town Council is seeking tenders from suitably qualified organisations for the design, installation, maintenance, removal and storage of festive lights and decorations in the Town Centre and surrounding area. The Council is open to imaginative ideas and suggestions on how to best illuminate the area during the festive period to give that WOW factor and improve the current display for the residents of Rugeley. There is the need for the winning tenderer to attend the light switch on and oversee the lights being switched on to ensure all lights are working

In order that your company is considered for the supply of these services, please ensure that you submit your response to the requirements stated in the specification

Technical specifications to be met

<https://rugeleytowncouncil.gov.uk/documents/christmas-light-tender-2026-2028/>

Contracting authority

Rugeley Town Council

- Public Procurement Organisation Number: PPNV-1164-YTTM

The Rose Theatre, Taylors Lane

Rugeley

WS15 2AA

United Kingdom

Contact name: Christmas Light Tender 2026-2028

Telephone: +441889574074

Email: clerk@rugeleytowncouncil.gov.uk

Website: <https://rugeleytowncouncil.gov.uk/>

Region: UKG24 - Staffordshire CC

Organisation type: Public authority - sub-central government