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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 000-014923

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

Published 18 February 2026, 3:54pm

Changes to notice

This notice has been edited. The [previous version](#) is still available.

The wrong evaluation criteria was added - this is the correct one and the correct one has now placed in the Scope.

Price 30%

Complete Written Tender Submission 10%

Relevant Experience & Trade References 15%

Maintenance Requirements & Ongoing Support 15%

Technical Specification & Quality of Equipment (lux levels, compliance, durability) 15%

Installation Programme & Timescales (ability to meet deadlines, minimise disruption) 10%

Health & Safety Compliance (RAMS, working at height, qualifications) 5%

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 contractor's nominated person named in the tender questionnaire.

The contract will be evaluated on the following basis:

Price 30%

Complete Written Tender Submission 10%

Relevant Experience & Trade References 15%

Maintenance Requirements & Ongoing Support 15%

Technical Specification & Quality of Equipment (lux levels, compliance, durability) 15%

Installation Programme & Timescales (ability to meet deadlines, minimise disruption) 10%

Health & Safety Compliance (RAMS, working at height, qualifications) 5%

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.
- Can you please confirm if we are to reuse the existing electrical infrastructure for the replacement masts and has this been tested recently? Hopefully yes, but that's why a site visit would be useful, no we have not had any recent testing done
- Can you please confirm what the remaining capacity of the distribution board is and if there is sufficient load for a new column and floods. We are not electricians but the supply is three phase to a dedicated board supplying 10 x 1.5kw bulbs at present
- Please confirm that the Council will take responsibility for the storage of the existing LEDs once these have been temporarily removed from the masts. Yes
- Can you please confirm if you have a preferred trenching route to the new mast and if you have an electrical layout plan of the existing infrastructure (and any utilities etc.). We

have no utility plans for the site, we have an assumed route for the existing cables, and a suggest route for the additional cable, all on soft ground off pitch.

- Please confirm when the Council expect to award the works and when the works is likely to take place. We would expect the works to be undertaken between May and August.
- We note that the requirement is for 15m lowerable columns, please confirm if you would like the cost of the lowering tool included within our quote, listed as a chargeable extra or not included. Yes please include the cost of the lowering tool

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
-

Participation

This procurement is reserved for

UK suppliers

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

28 February 2026, 11:59pm

Submission address and any special instructions

rfo@sevenoakstown.gov.uk

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

Tenders may be submitted electronically

Yes

Award criteria

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

Procedure

Procedure type

Below threshold - open competition

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

Contracting authority

Sevenoaks Town Council

- Public Procurement Organisation Number: PWRT-7368-MNDD

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sevenoaks

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Organisation type: Public authority - sub-central government