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Tender

## **Delivery of Spectra Festival of Light 2024**

Aberdeen City Council

F02: Contract notice

Notice identifier: 2023/S 000-016171

Procurement identifier (OCID): ocds-h6vhtk-03d46b

Published 7 June 2023, 3:34pm

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

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

Aberdeen City Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

#### **Email**

[davofficer@aberdeencity.gov.uk](mailto:davofficer@aberdeencity.gov.uk)

#### **Telephone**

+44 1467539600

#### **Country**

United Kingdom

#### **NUTS code**

UKM50 - Aberdeen City and Aberdeenshire

### **Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00231](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00231)

### **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.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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

### **I.4) Type of the contracting authority**

Regional or local authority

### **I.5) Main activity**

Recreation, culture and religion

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Delivery of Spectra Festival of Light 2024

Reference number

000-TLKK1338

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

- 92000000 - Recreational, cultural and sporting services

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

Services

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

Contract for the curation and production of the Spectra 2024 core festival programme

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

Value excluding VAT: £400,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen

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

Aberdeen City Council are seeking responses from experienced festival/event production companies to curate and produce the main programme for Spectra, Scotland's Festival of Light, to be held in February 2024.

### **II.2.5) Award criteria**

Quality criterion - Name: Programme / Weighting: 40

Quality criterion - Name: Production Management / Weighting: 35

Quality criterion - Name: Contract Management and Management Information / Weighting: 10

Quality criterion - Name: Sustainability and Community Benefits / Weighting: 10

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 15

### **II.2.6) Estimated value**

Value excluding VAT: £400,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

7 August 2023

End date

1 April 2024

This contract is subject to renewal

Yes

Description of renewals

A one year extension is possible at the discretion of Aberdeen City Council following a review of festival delivery.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **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 III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Selection criteria will be included in SPD Scotland module within PCS

#### **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

## **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

10 July 2023

Local time

12:00pm

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

10 July 2023

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=734701](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=734701).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

The Council is committed to carrying out its activities in a responsible and sustainable manner, this includes considering how it can improve the economic, social and environmental wellbeing of the area through its procurement decisions.

The following have been identified as community benefit objectives in relation to this contract:

- Community engagement and community empowerment.
- Collaborative working.
- Engagement of 3rd Sector organisations.

- Promoting Fair Work Practices/ The Living Wage.
- Education; employability and skills training.
- Providing positive improvements to the city's wellbeing; socially, economically and environmentally.

(SC Ref:734701)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=734701](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=734701)

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

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

Aberdeen Civil Justice Centre and Commercial Courts

Castle Street

Aberdeen

AB10 1AQ

Country

United Kingdom