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Contract

## **Tender for the Provision of Dundee Christmas Village**

Dundee City Council

F03: Contract award notice

Notice identifier: 2024/S 000-024301

Procurement identifier (OCID): ocids-h6vhtk-045933

Published 2 August 2024, 1:14pm

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

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

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1NZ

#### **Contact**

Alix Finlayson

#### **Email**

[alix.finlayson@dundeecity.gov.uk](mailto:alix.finlayson@dundeecity.gov.uk)

#### **Telephone**

+44 1382433691

#### **Country**

United Kingdom

**NUTS code**

UKM71 - Angus and Dundee City

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00220](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00220)

**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**

Tender for the Provision of Dundee Christmas Village

Reference number

DCC/CD/18/24

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

- 79952000 - Event services

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

Services

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

It is Dundee City Council's ambition to continue to improve the city's celebrations by hosting the main Christmas Village in Dundee's City Square in 2024 which should include the following elements.

The award is for a Christmas Village in City Square, which operates 7 days a week and features.

A real ice rink, minimum size of 10m x 20m, managed by the appointed company, providing an authentic ice-skating experience for visitors.

A varied food and drink offering that provides a sense of place to Dundee and caters for a range of tastes and dietary requirements.

A funfair, which has an appropriate mix of traditional, family, and thrill rides. These should be themed appropriately for the season. Traditional elements that align with the weight restriction and site capacity will be considered.

Associated theming and dressing, including but not limited to, Christmas decorations, light features, projections, background music and designed site signage.

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

This contract is divided into lots: No

### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £540,000

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 79952000 - Event services

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee City Centre

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

This procurement process is for the contract the provision of a Christmas Village within the Dundee City Centre.

Dundee's annual events portfolio offers a rich and varied programme of attractions, activities and celebrations throughout the year which are designed to attract visitors to the city, to improve the quality of life of those who live or work in Dundee, and to strengthen Dundee's image and reputation. As part of the Council's ongoing commitment to improving the city's cultural and event offering, Dundee City Council seeks competent proposals for the delivery of Dundee's Christmas Village 2024.

Previously, Dundee's Christmas activities have taken place in City Square and Slessor Gardens, over a 6-week period, starting the fourth week in November and ending on the first week in January. Previous events featured a range of elements, including a real ice rink, food & drink outlets, chalet markets featuring a wide range of makers and traders, family attractions, rides, and a Santa's grotto.

It is Dundee City Council's ambition to continue to improve the city's celebrations by hosting the main Christmas Village in Dundee's City Square in 2024 which should include the following elements.

The requirement is for a Christmas Village in City Square, which operates 7 days a week and features listed below.

A real ice rink, minimum size of 10m x 20m, managed by the appointed company,

providing an authentic ice-skating experience for visitors.

A varied food and drink offering that provides a sense of place to Dundee and caters for a range of tastes and dietary requirements.

A funfair, which has an appropriate mix of traditional, family, and thrill rides. These should be themed appropriately for the season. Traditional elements that align with the weight restriction and site capacity will be considered.

Associated theming and dressing, including but not limited to, Christmas decorations, light features, projections, background music and designed site signage.

We expect the operator to allocate a minimum of 20% of market spaces to local traders, thereby promoting community engagement and supporting local businesses.

It is anticipated that to deliver these elements, the winning contractor will be required to hire equipment and to work with third parties to put suitable arrangements in place. Competent specialists should be used for each aspect where this is not available in-house.

In addition to responsibility for the areas above, the management of the Village, including but not limited to stewarding, first aid, staffing, and emergency evacuation will also remain the responsibility of the winning contractor of this tender as well as marketing and promotion.

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

Quality criterion - Name: Community Benefits (question 1) / Weighting: 2

Quality criterion - Name: Community Benefits (question 2) / Weighting: 1

Quality criterion - Name: Fair Work First / Weighting: 2

Quality criterion - Name: Method Statement 1 Christmas Village Proposal / Weighting: 40

Quality criterion - Name: Method Statement 2 Production Management and Health and Safety / Weighting: 15

Quality criterion - Name: Method Statement 3 Partnership and Promotion / Weighting: 10

Quality criterion - Name: Method Statement 4 Activation of UTG / Weighting: 10

Quality criterion - Name: Compliant with Specification of Requirements / Weighting: pass/fail

Quality criterion - Name: CDM Construction design and Management Regulations 2015 /  
Weighting: pass/fail

Quality criterion - Name: Duty of Care, Health and Safety and Risk Management /  
Weighting: Pass/fail

Quality criterion - Name: Health and Safety 1 / Weighting: pass/fail

Quality criterion - Name: Health and Safety 2 / Weighting: pass/fail

Quality criterion - Name: Communications Plan outline / Weighting: pass/fail

Quality criterion - Name: Environment / Weighting: Pass/Fail

Quality criterion - Name: Fair Tax Declaration / Weighting: Pass/ fail

Price - Weighting: 20

#### **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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-015174](#)

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## **Section V. Award of contract**

### **Contract No**

DCC/CD/18/24

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

2 August 2024

#### **V.2.2) Information about tenders**

Number of tenders received: 4

Number of tenders received from SMEs: 4

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 4

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

NL Productions Ltd.

Assembly Street, Leith

Edinburgh

EH6 7BQ

Email

[phil.ohalloran@nl-productions.co.uk](mailto:phil.ohalloran@nl-productions.co.uk)

Country

United Kingdom

NUTS code

- UKM75 - Edinburgh, City of

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £540,000

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## **Section VI. Complementary information**

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

(SC Ref:774201)

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

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

Dundee Sherriff Court and Justice of the Peace Court

Sherriff House, 6 West Bell Street

Dundee

DD1 9AD

Country

United Kingdom

#### **VI.4.4) Service from which information about the review procedure may be obtained**

Scottish Court Service

Saughton House, Broomhouse Drive

Edinburgh

EH11 3XD

Email

[enquiries@scotcourts.gov.uk](mailto:enquiries@scotcourts.gov.uk)

Telephone

+44 1314443300

Country

United Kingdom

