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Tender

## **Contract for Enjoy Swansea Bay Videography 2025 Contract**

City & County of Swansea

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

Notice identifier: 2025/S 000-034107

Procurement identifier (OCID): ocds-h6vhtk-055107 ([view related notices](#))

Published 20 June 2025, 2:51pm

### **Scope**

### **Reference**

CCS/25/080

### **Description**

The 2025 campaign will gather content from each Swansea Council event to promote the comprehensive event schedule. The new videos produced from this contract will need to follow the current set of campaign videos - view the current playlist and familiarise yourself with the content and style. The goal of this videography project is to capture the vibrant energy and emotions of the event. Bidders are expected to work the full hours of the event to ensure they capture key details.

### **Total value (estimated)**

- £1 excluding VAT

- £1 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 5 July 2025 to 23 November 2025
- 4 months, 19 days

### **Main procurement category**

Services

### **CPV classifications**

- 92100000 - Motion picture and video services

### **Contract locations**

- UKL18 - Swansea

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## **Participation**

### **Conditions of participation**

Bidders are expected to work the full hours of the event to ensure they capture key details.

The event scheduled consists of:

Wales airshow 5th & 6th July

Ironman 13th July

Outdoor cinema 26th & 27th July

Outdoor theatre 13th & 14th Aug

Amplitude 16th & 17th Aug

International jazz festival 5th - 7th Sept

Swansea Bay 10K 14th Sept

Spooks in the city 26th Oct

Fireworks 5th Nov

Christmas parade 23rd Nov

2025 round up video Editing

### **Particular suitability**

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

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## **Submission**

### **Enquiry deadline**

25 June 2025, 12:00pm

## **Tender submission deadline**

27 June 2025, 12:00pm

## **Submission address and any special instructions**

Project Ref. 59675 ITT Ref: 118112 Register your company on the eTenderWales portal (this is only required once):- Navigate to the portal:  
<http://etenderwales.bravosolution.co.uk>- Click the "Suppliers register here" link.- Enter your correct business and user details.- Note the username you chose and click "Save" when complete.- You will shortly receive an e-mail with your unique password (please keep this secure).- Agree to the terms and conditions and click "continue".2. Express an interest in the project:- Login to the portal with your username/password.- Click the "ITTs Open to All Suppliers" link (these are the ITTs open to any registered supplier).- Click on the relevant ITT to access the content.- Click the "Express Interest" button in the "Actions" box on the left-hand side of the page.- This will move the ITT into your "My ITTs" page (this is a secure area reserved for your projects only).- Click on the ITT code. You can now access any attachments by clicking the "Settings and Buyer Attachments" in the "Actions" box.3. Responding to the invitation to tender:- You can now choose to "Reply" or "Reject" (please give a reason if rejecting).- You can now use the "Messages" function to communicate with the buyer and seek any clarification.- Note the deadline for completion, then follow the onscreen instructions to complete the ITT.- There may be a mixture of online and offline actions for you to perform (there is detailed online help available).If you require any further assistance use the online help. Alternatively, the BravoSolution helpdesk can be contacted (Monday to Friday, 8:00 to 18:00) on:- E-mail: [help@bravosolution.co.uk](mailto:help@bravosolution.co.uk)- Phone: +44 8003684850Thanks

## **Tenders may be submitted electronically**

Yes

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## **Award criteria**

Name	Description	Type
Lowest Price	Lowest Price Receives Full 20% Scoring Available	Price

## Weighting description

Price - 20% weighting

Quality - 80% weighting:

Method Statement Question 1: 25%

Method Statement Question 2: 45%

Method Statement Question 3: 10%

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## Procedure

### Procedure type

Below threshold - open competition

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## Contracting authority

### City & County of Swansea

- Public Procurement Organisation Number: PYYD-8699-BJGD

Civic Centre

Swansea

SA1 3SN

United Kingdom

Contact name: Lisa Evans

Telephone: +447966230649

Email: [lisa.evans5@swansea.gov.uk](mailto:lisa.evans5@swansea.gov.uk)

Website: <http://www.swansea.gov.uk/dobusiness>

Region: UKL18 - Swansea

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales