

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/036986-2023>

Contract

## **Norfolk Film Office 2 Year Pilot Project**

Norfolk County Council

F03: Contract award notice

Notice identifier: 2023/S 000-036986

Procurement identifier (OCID): ocds-h6vhtk-040e23

Published 15 December 2023, 2:52pm

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

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

Norfolk County Council

County Hall, Martineau Lane

Norwich

NR1 2DH

#### **Email**

[sourcingteam@norfolk.gov.uk](mailto:sourcingteam@norfolk.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKH15 - Norwich and East Norfolk

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

Main address

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

Buyer's address

<https://in-tendhost.co.uk/norfolkcc.aspx/Home>

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

Regional or local authority

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

General public services

---

## **Section II: Object**

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

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

Norfolk Film Office 2 Year Pilot Project

Reference number

NCCT42772

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

- 75100000 - Administration services

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

Services

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

Norfolk County Council works in partnership with Norfolk's local authorities and the New Anglia LEP to drive business growth and increase productivity and business profitability within Norfolk. The County Council has a shared ambition with stakeholders in this sector, for Norfolk to capitalise on the growth of the UK TV and Film sector. Our partnership commissioned research into the film, television, commercial and associated sectors within Norfolk, to obtain an objective and statistical evidence base on the current state of the screen sector in Norfolk. Norfolk County Council are keen to progress the insights gained

from that initial research and its recommendations and is in a position to fund a two-year Norfolk Film Office pilot project. The Council was seeking the creation of an integrated front door for film enquiries, in addition to proactive promotion of Norfolk and its assets as film locations.

#### **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: £90,000

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

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

- 75100000 - Administration services

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

NUTS codes

- UKH17 - Breckland and South Norfolk
- UKH16 - North and West Norfolk
- UKH15 - Norwich and East Norfolk

Main site or place of performance

Norfolk

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

Norfolk County Council works in partnership with Norfolk's local authorities and the New Anglia LEP to drive business growth and increase productivity and business profitability within Norfolk. The County Council has a shared ambition with stakeholders in this sector, for Norfolk to capitalise on the growth of the UK TV and Film sector. Our partnership commissioned research into the film, television, commercial and associated sectors within Norfolk, to obtain an objective and statistical evidence base on the current state of the screen sector in Norfolk, conducted by Olsberg.SPI, and their report was delivered in February 2022. Norfolk County Council are keen to progress the insights gained from that initial research and its recommendations and are in a position to fund a two-year Norfolk Film Office pilot project. We believe the creation of an integrated front door for film enquiries, in addition to proactive promotion of Norfolk and its assets as film locations,

development of databases of under or un-utilised locations, crew and facilities will all support an increase in filming days within Norfolk. Such an integrated film office will enable Norfolk to compete with other areas of the UK who have set up local authority funded film offices and are benefiting from additional income into the area. A contract has been awarded for this 2 year pilot. The two-year pilot project will enable Norfolk County Council and partners to understand what can be achieved from a small but dedicated investment of finance and local authority support into an integrated film office designed to work closely with all Norfolk's public sector agencies, with the private screen sector and associated bodies. The pilot programme will provide an evidence base as to a Film Office's ability to deliver growth in location filming activity in Norfolk; an understanding of any income benefits to Norfolk's local authorities and to the wider SME population; and evidence for the long-term viability of a stand-alone Film Office. We anticipate the Film Office will support the creation of a dynamic and growing screen sector cluster within Norfolk.

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

Quality criterion - Name: 90% / Weighting: Quality

Price - Weighting: 10%

#### **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

#### **II.2.14) Additional information**

The value included is exclusive of VAT

---

## **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: [2023/S 000-031183](#)

---

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

### **Contract No**

NCCT42772

### **Title**

Norfolk Film Office 2 Year Pilot Project

A contract/lot is awarded: Yes

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

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

15 December 2023

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

Number of tenders received: 2

Number of tenders received from SMEs: 2

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

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

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

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

Norfolk Screen CIC

Norwich

Country

United Kingdom

NUTS code

- UKH15 - Norwich and East Norfolk

National registration number

12657104

The contractor is an SME

Yes

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

Initial estimated total value of the contract/lot: £90,000

Total value of the contract/lot: £90,000

---

**Section VI. Complementary information**

**VI.4) Procedures for review**

**VI.4.1) Review body**

Norfolk County Council (nplaw)

County Hall Martineau Lane

Norwich

NR1 2DH

Email

[sourcingteam@norfolk.gov.uk](mailto:sourcingteam@norfolk.gov.uk)

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for lodging appeals: The Public Contracts Regulations 2015 (as amended) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Proceedings must be brought within 30 days from the date of knowledge (the date on which the economic operator first knew or ought to have known that grounds for starting the proceedings had arisen) unless the Court considers that there is good reason for extending the period within which proceedings may be brought, in which case the Court may extend that period up to a maximum of 3 months from the date of knowledge.

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

Norfolk County Council

County Hall Martineau Lane

Norwich

NR1 2DH

Country

United Kingdom