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Tender

Commission of Newport City Highlight Video

Newport City Council

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

Notice identifier: 2025/S 000-038241

Procurement identifier (OCID): ocds-h6vhtk-055b23

Published 8 July 2025, 1:45pm

Scope

Reference

NCC202500119

Description

Newport City Council wishes to commission a visualisation of developments across the city, in one or more final products, highlighting the following:

- Completed projects
- Projects underway
- Future plans/ambitions
- Major companies and external investment
- Key attractions.

This will primarily be delivered in video format, for use on various platforms including web and social media. Static versions/stills will also be required for use in promotional collateral such as brochures and bid documents.

Total value (estimated)

- £70,000 excluding VAT
- £84,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 26 August 2025 to 30 September 2025
- 1 month, 6 days

Options

The right to additional purchases while the contract is valid.

Completed video to be updated when new developments occur in the city of Newport

Main procurement category

Services

CPV classifications

- 92100000 - Motion picture and video services

Contract locations

- UKL21 - Monmouthshire and Newport

Participation

Particular suitability

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

Submission

Enquiry deadline

25 July 2025, 4:00pm

Tender submission deadline

1 August 2025, 12:00pm

Submission address and any special instructions

<https://etenderwales.bravosolution.co.uk> If you are not already registered as a supplier on the above, please register as follows: 1. Register your company on the etenderwales portal (this is only required once)- Browse to the eSourcing Portal: www.etenderwales.bravosolution.co.uk- Click the "Suppliers register here" link- Agree to the terms and conditions and click "continue"- Enter your correct business and user details- Note the username you chose and click "Save" when complete- You will shortly receive an email with your unique password (please keep this secure)2. Express an Interest in the Project- Login to the portal with the username/password- Click the "ITT Open to All Suppliers" link. - Click on the relevant ITT (ITT_118520) to access the content.- Click the "Express Interest" button in the "Actions" box on the page.- This will move the ITT into your "My ITT" page. (This is a secure area reserved for your projects only)- Click on the ITT code to access the content3. Responding to the tender- You can now choose to "Create Response" or "Decline to Respond" (please give a reason if declining)- 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 & offline actions for you to perform (there is detailed online help available)If you require any further assistance use

the online help Home , or the eTendering help desk is available Mon – Fri (8am – 6pm)
on:- Phone: 0800 069 8634

Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type	Weighting
Project Methodology & Delivery	Various Questions relating to	Quality	60.00%
Price for Delivery of Newport Highlights Video	Costs attributed to project methodology and its delivery, staff costs, technology costs to deliver the brief	Price	40.00%

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Newport City Council

- Public Procurement Organisation Number: PWLP-4583-NQGG

Civic Centre

Newport

NP20 4UR

United Kingdom

Contact name: Joanne James

Telephone: +441633987782

Email: procure@newport.gov.uk

Website: <http://www.newport.gov.uk>

Region: UKL21 - Monmouthshire and Newport

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales