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Tender

Christmas Displays Contract

Middlewich Town Council

F02: Contract notice

Notice identifier: 2025/S 000-042336

Procurement identifier (OCID): ocds-h6vhtk-056488

Published 23 July 2025, 12:21pm

Section I: Contracting authority

I.1) Name and addresses

Middlewich Town Council

Victoria Buildings, Lewin Street

Middlewich

CW109AS

Contact

Safia Kauser

Email

clerk@middlewich.org.uk

Telephone

+44 1606833434

Country

United Kingdom

Region code

UKD62 - Cheshire East

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

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

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://middlewichtowncouncil.gov.uk/council/finance-data-transparency/procurement>

Additional information can be obtained from another address:

Safia Kauser

clerk@middlewich.org.uk

Middlewich

CW10 9AS

Contact

Safia Kauser

Email

clerk@middlewich.org.uk

Telephone

+44 7458051300

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

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

Buyer's address

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

Tenders or requests to participate must be submitted to the following address:

Safia Kauser

Middlewich Town Council, Victoria Buildings

Middlewich

CW10 9AS

Email

clerk@middlewich.org.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Other activity

Town/Parish Council - Working for the community

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Christmas Displays Contract

II.1.2) Main CPV code

- 31522000 - Christmas tree lights

II.1.3) Type of contract

Supplies

II.1.4) Short description

Middlewich Town Council provides the annual programme of Christmas illuminations in Middlewich town centre. The focus of the illumination scheme is the annual 'Switch On' event which is usually held on the last Saturday of November.

The Council is tendering with a view to agreeing a contract with a supplier from September 2025.

The Town Council will consider tenders for a 3 and 5 year contract which will start with the display for the Switch on Event to be held on Saturday 29th November 2025.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

Main site or place of performance

Middlewich Town Centre, Middlewich, Cheshire

II.2.4) Description of the procurement

1) The Town Council is seeking a contractor to fully manage the installation, maintenance, removal and storage of the Christmas lights and associated electrical installations in the town centre.

2) To design a lighting scheme for the areas and locations detailed below. These shall be supplied by the contractor on a lease/hire agreement. For the purpose of this tender, the Town Council require a proposed lighting scheme to be submitted, including locations of the lighting and imagery of the designs of the proposed motifs and street illuminations.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 November 2025

This contract is subject to renewal

Yes

Description of renewals

A separate document confirming the total price for a three year period, a five year period and a three year period with the option to extend for a further 2 years and how this meets our tender requirements. Please confirm if the cost will be the same for each year of the contract, if not, please provide details. (Refer to the tender document pack).

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

A separate document confirming the total price for a three year period, a five year period and a three year period with the option to extend for a further 2 years and how this meets our tender requirements. Please confirm if the cost will be the same for each year of the contract, if not, please provide details. (Refer to the tender document pack).

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

Refer to the tender document pack.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Refer to the tender document pack.

Minimum level(s) of standards possibly required

Refer to the tender document pack.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Refer to the tender document pack.

Minimum level(s) of standards possibly required

Refer to the tender document pack.

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: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

12 September 2025

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: 36 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

15 September 2025

Local time

3:00pm

Place

Middlewich Town Council

Information about authorised persons and opening procedure

Refer to the tender document pack

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Middlewich Town Council

Victoria Buildings, Lewin Street

Middlewich

CW10 9AS

Email

clerk@middlewich.org.uk

Country

United Kingdom