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Tender

Hook Parish Council - Festive Light Tender 2026 - January 29

Hook Parish Council

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

Notice identifier: 2025/S 000-078806

Procurement identifier (OCID): ocids-h6vhtk-05ecab

Published 2 December 2025, 11:22am

Scope

Description

Hook Parish Council are looking for a contractor to provide light rental options and would like to invite interested contractors to view the lights in place this year in the village centre with a view to submitting a detailed quote of what they could offer if they were successful in winning the contract.

Companies who are shortlisted might be invited to present their competitively priced proposal to the Environment and Community Committee in February 2026.

Hook Parish Council will only consider a company that is able to install and take down all of the rented lights, as well providing additional light options for certain trees, including Christmas tree lights, through other areas of the village centre. It will be essential to offer a maximum of a 24 hours call out in the unfortunate case of a light not working.

Please see appendix 1 for additional information on lamppost locations and appendix 2 (please follow website link) for photos of the current lights at Grand Parade lights.

Interested parties must have a proven track record and provide evidence of previous and/or current experience. Applicants must provide at least one relevant reference with

the application as well as a copy of a current HERS certificate.

The successful applicant will work closely with the Environment and Community Administrator throughout the year, to ensure that licences are completed in a timely manner.

Interested parties who meet all the requirements are invited to apply and complete the tender spreadsheet and provide an estimated breakdown of cost per year, with the option to upgrade on light schemes in the future.

Please contact Sarah McMeeken (amenities@hook.gov.uk)

Please return this completed document and additional information (please refer to list below the required additional information) to be submitted to amenities@hook.gov.uk before 12pm on Monday 9th February 2026. Failure to do so will result in your tender application not being considered for further review.

Total value (estimated)

- £35,000 excluding VAT
- £42,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 6 January 2029
- 2 years, 9 months, 6 days

Main procurement category

Services

CPV classifications

- 50232110 - Commissioning of public lighting installations

Contract locations

- 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)

Participation

This procurement is reserved for

UK suppliers

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

9 February 2026, 12:00pm

Submission address and any special instructions

Completed tenders must be submitted electronically to:

Amenities@hook.gov.uk

<https://www.hook.gov.uk>

Tenders may be submitted electronically

Yes

Award criteria

All bids received before 12pm on Monday 9th February 2026 will be presented to the Environment and Community Committee.

The award criteria will be made on the following:

Value for money

Choice of available rental light options available with contract.

Proven track record of providing a prompt reliable service.

Bids will be shortlisted on the above points, if a final decision can not be made, shortlisted bids will be invited to present their tender to committee members.

Procedure

Procedure type

Below threshold - open competition

Special regime

Concession

Documents

Associated tender documents

[Appendix One Map locating lights for Station Road and Grand Parade.pdf](#)

Map highlighting the area of the lampposts and Grand Parade decorations.

[Christmas Light Tender 2026 - 2029.docx](#)

Bid submission document, which includes overview of requirements, a list of all the documents and information required to be submitted with the tender bid.

[Tender Cost Spreadsheet.xlsx](#)

Spreadsheet of costs to be completed for year of the contract and submitted as part of the tender.

Technical specifications to be met

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

<https://hook.gov.uk/the-parish-council/tender-opportunities>

Please use website link to view appendix two, all other documents are available to view via the link as well.

Contracting authority

Hook Parish Council

- Public Procurement Organisation Number: PGJR-1816-LLCR

Hook Community Centre, Ravenscroft

Hook

RG27 9NN

United Kingdom

Contact name: Sarah McMeeken

Email: amenities@hook.gov.uk

Region: UKJ37 - North Hampshire

Organisation type: Public authority - sub-central government