**Tender Opportunity – Yate Outdoor Sports Complex Floodlights**

Yate Town Council would like to invite interested parties to tender for the opportunity to supply and install floodlights at Yate Outdoor Sports Complex (YOSC) and have prepared the following documents to assist as part of the tender:

* Floodlight Specification Document
* Form of Tender, Anti-collusion Certificate, Equalities Declaration and Climate and Planet Declaration;
* Due Diligence & Reference Pack.

The anticipated budget for this project is £110.000 excluding VAT.

**How to tender:**

Please review the attached Floodlight Specifications Document and return the following documents as part of your tender submission:

* Signed Form of Tender, Anti-collusion Certificate, Equalities Declaration and Climate and Planet Declaration;
* Completed Due Diligence & Reference Pack and any required documents;
* Detailed specification of works for supply and installation of floodlights;
* A priced and timed schedule of completion of works;
* A breakdown of ongoing maintenance, repair and servicing plans;
* Details of Relevant Experience and Technical skills, including relevant certifications and qualifications as outlined within Award Criteria section.

NB\* Financial checks may be undertaken on selected contractors, post-tender and prior to appointment, depending on contract value.

It is prohibited for prospective contractors to contact Yate Town Councillors or Staff to encourage or support their tender outside of the prescribed process outlined below.

Tenders will be assessed on Price of works, Relevant Experience and Technical Skills. The Town Council is not obliged to accept the lowest or any tender.

**Tender Timelines:**

**The tender opportunity will open on Friday 4th July 2025 and run until noon on 29th July 2025.**

The decision process and key dates will then be as follows:

* All tenders will be opened and reviewed within 7 days of 29th July 2025 at Poole Court by Finance Manager & RFO, Estates Manager & member of YOSC Liaison Group.
* We may contact you at this point if we have any queries about your tender or require any clarification.
* A synopsis of the tenders will be presented to the YOSC Liaison Group of Yate Town Council to review and formally award the contract if agreed.
* We will respond to everyone who submitted a valid tender to notify you of the outcome as soon as possible.

**Please return all tenders via email to** [**tenders@yatetowncouncil.gov.uk**](mailto:tenders@yatetowncouncil.gov.uk) **no later than noon on 29th July 2025**

Please get in touch with me directly should you have any questions regarding the details of the tender. My email address is [pjones@yatetowncouncil.gov.uk](mailto:pjones@yatetowncouncil.gov.uk)

**HOWEVER, please ENSURE the actual tender is submitted to the specific email address in the document above. Tenders submitted via any other email address will not be considered.**

Yate Town Council, Poole Court, Poole Court Drive, Yate, South Gloucestershire, BS37 5PP

Tel: 01454 866506

Website: [www.yatetowncouncil.gov.uk](http://www.yatetowncouncil.gov.uk)