

Response to questions about the Christmas Lighting tender 2023

Date	Question	Response
12/04/23	What is the annual budget available?	The annual budget is in the region of £25,000
	Are the lights for the 30ft Christmas Tree, and the 18ft Christmas tree supplied, or do they need including in the quote? If so, what volume of lights would you like in the tree (or would you prefer us to recommend a quantity?).	<p>The lights for both Christmas trees are already owned by Ilkley Town Council. These are 47 sets of 10m rubber cable outdoor tree string lights, 1 remembrance star feature (approximate size 1m x 1m)</p> <p>These will need to be installed, removed, tested and stored. Please include these costs within your quote.</p>
14/04/23	Electrical testing - Does the testing relate to local power supplies in the lighting columns or to the motifs we would supply e.g. PAT testing?	Both. The supplier would be expected to PAT test all equipment before installation and carry out some functional testing of power supplies including sockets and timer switches. Please include costs for this testing within your quote.
14/04/23	Call-outs - Please advise how many call-outs we and all other tenderers should allow for within our submissions? This will ensure a level playing field for all tenderers and allow the Council to assess like-for-like submissions.	Where unlimited callouts for product failure due to a manufacturing defect are covered as standard, please allow for up to three additional call outs per year within your tender. Please also specify the cost for any call outs which would be outside of the contract.
14/04/23	Time clocks - To ensure a level playing field for all tenderers please advise how many replacement timeclocks should be allowed for in our submission?	<p>Please allow for three replacement time clocks each year within your submission.</p> <p>Please specify the cost for replacing additional timeclocks.</p>
14/04/23	Trees – Appendix B shows column motifs rather than tree lights mentioned in this paragraph, does the Council have a photo of the trees for our reference? Are the column motifs the designs the Council owns?	<p>Appendix B shows the current festive motif design which complements the Jubilee lighting scheme (tree lights).</p> <p>Ilkley Town Council doesn't own these motifs</p>
14/04/23	Does the Council have a preference for refurbished motifs?	Yes, if this is most achievable within the annual budget.