

Technical Specification for Tender: Street Lighting Maintenance Contract

Project Title:

Maintenance and Inspection of Middleton Cheney Parish Council-Owned Streetlights

Issued By:

Middleton Cheney Parish Council

Pip Davis, Clerk and RFO

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1. Background

The Council seeks a qualified contractor to provide comprehensive maintenance for its 200-unit street lighting network, comprising primarily 5–6 metre columns with LED lanterns.

2. Asset Profile

- Total Units: 200
- Column Heights: Predominantly 5m and 6m
- Lantern Types: “Mini Aspire LED” retrofit units, few “heritage” type.
- Ownership: All assets of the contract are the responsibility of the Parish Council
- Power Supply: Unmetered supply (UMS) via DNO

3. Scope of Works

3.1 Routine Inspections

- Night-time patrols – monthly visual inspections of all units
- Annual physical checks – of lanterns, brackets, control gear
- Electrical safety testing – Once per contract (BS 7671 compliant)
- Structural inspections – Once per contract (in line with ILP GN22/19)

3.2 Reactive Maintenance

- Lamp failure / lantern outage: diagnosed and repaired

- Control gear, photocell, cut-out replacement (like-for-like)
- Minor cabling repairs
- Reporting of third-party damage or vandalism
- Make safe emergency repairs (within 3 hours)

3.3 Planned Maintenance

- Agreed schedule for batch component replacements
- Identification of obsolete stock and recommendation of equivalents

3.4 Emergency Works

- Danger to life, exposed wiring, fallen columns
- Immediate site attendance and public hazard mitigation

4. Technical Standards

- Electrical Installations: BS 7671 (18th Edition)
- Street Lighting Design & Maintenance: BS 5489-1:2020
- Column Structural Integrity: ILP GN22/19
- Work on Highways: Chapter 8, Traffic Signs Manual
- PPE & Health & Safety Compliance: CDM Regulations 2015

5. Record Keeping Requirements

- Asset register maintenance
- Repairs log with date, unit ID, fault, action taken
- Components used with batch/serial reference
- Quarterly submission of maintenance summaries
- Open access to records on request by the Council

6. Highway Authority Liaison

- Submit permits for any road works affecting carriageway or footway
- Arrange closures or traffic management as needed
- Notify Council of scheduled works that may affect public access

7. Tender Evaluation Criteria

Criteria	Weighting
Price / Value for Money	40%
Relevant Experience	20%
Technical Methodology	20%
Quality Assurance Measures	10%
Social Value / Sustainability	10%

8. Submission Instructions

- Bidders must submit:
 - Completed Tender form
 - Insurance and accreditation details
 - References for similar contracts
 - Company details and declaration
- Deadline: Monday 1st September 2025
- Format: Email, subject TENDER DOCUMENTS ENCLOSED or paper copy marked TENDER DOCUMENTS ENCLOSED, FAO the Clerk, to the address below.
- Contact: Pip Davis, clerk@middletoncheney.org.uk
Middleton Cheney Parish Council
Main Road, Middleton Cheney
OX17 2LR