

## **Festive Lights for Christmas 2024- 2028**

Beaconsfield Town Council are seeking Tenders for the Town's Christmas Lights for a 4 year period, Christmas 2024 – 2028.

### **General Terms**

All relevant approvals and stress testing to be supplied by the tenderer in accordance with Buckinghamshire Council's Code of Practice and all other legal requirements pertaining to the scope of supply. All copies of all relevant insurance certificates and licences to work on the highway to also be provided together with a certificate of Employers Liability and suitable Public Liability insurance. Proof of capability and experience to include a list of relevant current customers.

This tender should be quoted as :

1. 4 year lease + 1 year extension, also
2. Purchase of the infrastructure option with the rest as per option 1 ie storage, maintenance installation and take down contract.

The following requirements are: - Installation in November to be ready to switch-on on the 4<sup>th</sup> Saturday of November each year. Removal no earlier than the 7<sup>th</sup> January. The provision of storage until the following year's installation. Contractor to check lighting scheme is fully operational at least once a week during the festive season and make good as soon as possible once notified of, or a fault found.

Tenderers are to break down the unit cost of each type of light display proposed within their tender submission, so that clarity between infrastructure and installation costs are transparent. The cost of structural highways testing such as lampposts is also something that needs to be considered and costed. Therefore, proposed options including alternative/mitigation solutions with costs to be supplied.

Tenders are to, where possible, propose solutions that reduce the environmental impact of these lighting displays such as LED lights, infrastructure material choice and other innovations and identify these in the tender submission.

The cost of a switch-on event, which takes place in the old town is to be itemised separately.

Permission to install any new fixings to buildings will be the responsibility of the Town Council to obtain. The successful tenderer is to inform the Town Council which locations need new fittings promptly and no later than 4 weeks after contract award so permissions can be sought straight away. The energy demand of each type of lighting display is also required within the tender submission, particularly those that take power from the highways network.

If a certain type of lighting scheme is not deliverable, due to unforeseen problems, the Town Council if having already awarded contract, will not seek to retender. The Town Council will, should the above circumstances arise, then negotiate to vary the supply and installation of the relevant part of the lighting scheme to accommodate the necessary change. To clarify, the Town Council would not undertake a new tender process, as comparative evaluations on price, design and value for money would have already been undertaken. Only if no new agreement can be reached, would this tender process be cancelled and a new one started.

Tenders will be evaluated on price and quality of design options and an overall value for money solution. Any foreseen additional costs over the 4 year period are to be declared with an indicative price ie replacing switching gear, highways permits. The annual budget for the lighting display is

£28K. All tenders received for the lighting scheme must be within the annual budget to be compliant. All submissions received assume agreement to this brief.

### **CLOSING DATE FOR TENDER SUBMISSIONS 22 July 2024**

Tenderers to submit their tender via email to [project@beaconsfieldtowncouncil.gov.uk](mailto:project@beaconsfieldtowncouncil.gov.uk) by the due date but early submissions welcome. Bids will be opened and logged, and confirmation receipt emails sent out the following working day. Thereafter evaluation and liaison will take place. In due course all tenders will be informed if successful or unsuccessful. At least one set of hard copy tender submission to also be supplied to the office.

### **Lighting Specification**

The lighting theme is to be traditional to be in keeping with this historical town with a colour scheme of warm white lights throughout the town. There are 3 commercial areas in the town that require Christmas lights with the focus on benefiting the high street retail areas and therefore the enjoyment of shoppers & visitors to the town as detailed below.

### **HOLTSPUR**

Mayflower Way and Health Road shops currently have 24 mounting brackets with individual time switches above the shop buildings. These have previously taken small Christmas trees with lights on.

1. To provide 24 new displays which are a warm white and twinkling display like a sparkler/ball/star/mistletoe which needs to be attached to the existing fittings.
2. To provide an alternative to (1) in Holtspur, which is a garland/festoon lighting across all the shops using existing fittings.

### **OLD TOWN**

The Old Town high street has a central set of traditional looking streetlamps running down the middle of London End and around the '4 Ends' roundabout, in total 13 columns, each with two streetlamps. (1 lamp is long term out of action for Xmas display purposes). The remainder all have their own individual timer switches.

3. To provide London End lamp posts and around the roundabout 12 displays with stars/candles/brazier/bauble.... possibly twinkling in a warm white with possible accent colour.
4. To provide an option on the trees on London End with traditional festoon lights and/or stars. If viable, this is something that could be expanded over time to complete the street scene. (This could be an either 3 or 4 option or both 3&4 option.)
5. To provide festoon chain lights for the permanent Xmas tree with a tree topper star on the 4 Ends roundabout.
6. To provide more Xmas lighting on Windsor End, as this is where the Xmas Market/Switch-On is (between the 4 Ends roundabout and extending south towards to Prelibato restaurant on Windsor End.

Please specify if lights will be left in trees or removed and reinstalled annually.

### **NEW TOWN**

There are cross street lights (current 236m) on Station Road and a total of 32 column displays on the lamp posts along the whole high street, with a couple on Maxwell Road. All have their own individual timer switches. The Copper Beech tree on the Town Hall green, Penn Road currently has 12 mistletoe type lights with falling snow tubes with a dedicated power supply. There is a further power supply near the Enid Blyton trellis/planting area. Lights are currently also on the Town Council balcony and these lights have power via the Council Chamber inside, by the balcony.

To provide:

7. To maximise and expand where possible the cross-street zig zag lighting on the new town high street, ie to extend between Cancer Research and Hughes Mercedes Garage. To provide a curtain of hanging down lights warm white and twinkling across the high street with mistletoe or similar option in each centre on existing fixings and proposed new locations.
8. Where this is not possible to also provide suitably matching double column displays on the existing lamp post column locations on Station Road i.e. between Temptation and Space NK.
9. To provide an alternative to (8) with further cross-street zig zag displays in this area by the costa coffee roundabout.
10. To provide a similar Santa & his sleigh decoration (with moving legs for the reindeer if possible) to go across the street on Station Road by Frosts. To provide an alternative display across the street to say 'Merry Christmas'.
11. On the Penn Road section north of the railway bridge to provide single lamp post column displays.
12. Alternative to option (11) to provide double lamp post displays up to Jon James Menswear from Waitrose Roundabout.
13. To provide an option on Penn Road Roundabout by Waitrose for the tree to have festoon lighting.
14. To provide an alternative to (13) of the lamp post columns around the roundabout to have matching lighting displays as rest of new town.
15. Large Copper Beech tree on Town Hall Green – To provide festoon chain lights for the tree. To provide an alternative of lights that wrap around the trunk and branches.
16. Town Hall balcony – A curtain of hanging down lights to match the cross-street zig zag lights. Or move the Santa and sleigh to this location and/or a Christmas tree. Or to provide an uplighter/projector display.
17. To provide a winter wonderland display option around the Enid Blyton trellis/or woodland scene.

Please specify if lights left in trees or removed.

18. To provide a switch-on event technical support and plunger or similar for the old town. This usually takes place on the last Saturday in November with switch on at 6pm. Lighting display across town to be turned off on 12<sup>th</sup> night, so off on 6<sup>th</sup> January.