

Invitation to Tender

**AV Hardware and Design/ Production: Bodmin Jail**

**BIG2201**

## 1 Background/ Introduction

Bodmin Jail is a large, unique, tourist attraction offering daily visitor experiences. This fascinating building, steeped in both social and architectural history, offers guests an amazing insight into Cornish penal life over the centuries.

Visit the cold dank cells, look up at the thin rays of light filtering through a small barred window and imagine being sentenced to even a week in such desolation, a very lonely life with the knowledge each day would bring more of the same cold, hunger and hard labour on the treadmill as a civil prisoner, or “cannon ball” catch for naval prisoners; designed to keep you fit for battle on your release.

See the only working execution pit in the UK. Discovered during renovation works in 2005, the pit has now been restored to its' full working order, with the able assistance of Gary Ewart, one of the UK's leading authorities on hanging.

We plan to recreate Bodmin's assizes court within the main attraction. This ITT is to assist with the installation of high tech AV equipment which will enhance the visitor experience and educational outings.

**The purchase of this is part of a grant funded application process and therefore procurement will be subject to grant approval of the project as a whole. We will compare tenders received on a compliance basis only.**

## 2 Project Description

Bodmin Jail's 30-minute immersive Dark Walk will rival the most thrilling visitor attractions. There's adventure at every turn... From the wild moorland where every step could be your last, to shipwrecks on the rugged coast, past backstreet crime scenes, and into the dangerous night where highwaymen roam. Having witnessed a number of crimes the visitors are now implicated - guilty by association. They must face the judge and take the consequences...

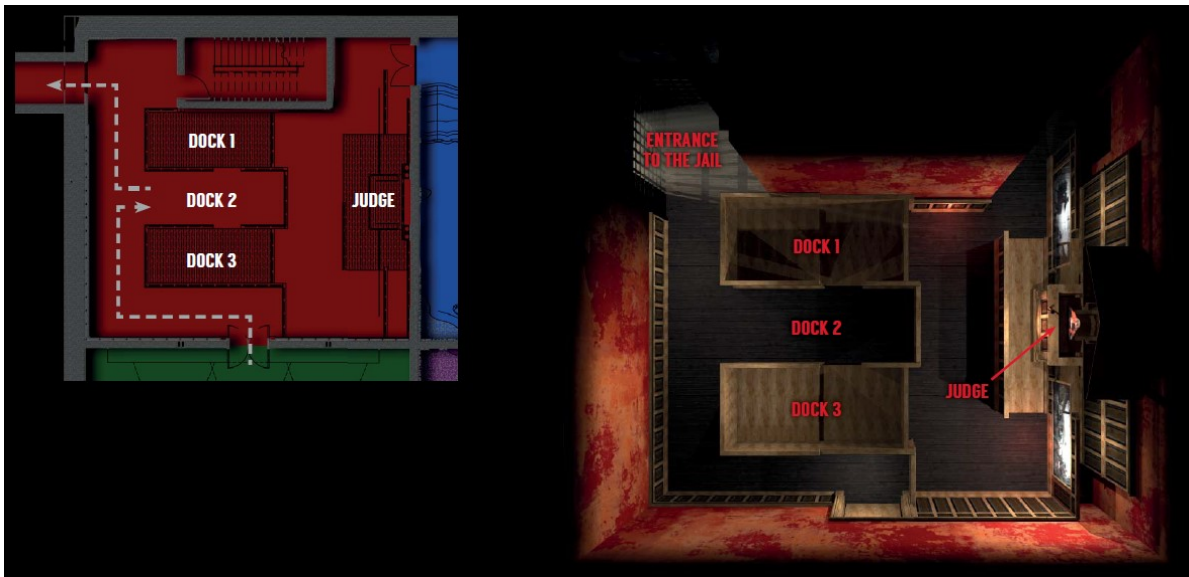
The assizes court holds several docks, each capable of holding 20, people, facing the judge's bench. Each dock's occupants are accused of a particular crime: Murder / Theft / Arson. The judge (a video projection) addresses each group in turn. On either side of him, video projections show a crime re-enactment (18th C etching/ live action). Then he pronounces sentence...GUILTY!

The Judge slams down his gavel... guilty as charged ... now the visitors will enter Bodmin Jail ... in the footsteps of those condemned for the most trivial of crimes... or for the most terrible murder. Each group is released through the front of the dock and into the custody of a uniformed warder, They have strayed from the path of righteousness, they must follow the countless men women and children who have entered these forbidding wall...

### Scenics & Content

It is critical that the physical networks, lighting, sound, and video production create a fully immersive experience for the visitor, in which they can directly engage with the judge and feel themselves put into the shoes of the accused. This experience sets the stage for entering the genuine historic Jail, and production quality must be of the highest standard to engage today's audiences used to broadcast quality productions and highly-elaborate themed attractions.

The productions in the Court Room Zone need to be made in close collaboration / in keeping with the overall Production design and content of the Dark Walk, and as a result certain specifications below may need to be adapted for financial equivalents within the overall brief.



### 3 Minimum Project Specification

#### Courtroom AV Hardware

##### Playback

- 8k compatible MultiDisplay Media Server (e.g. AV Stumpfl Wings Engine Duo)
- Multichannel sound card
- Fibre video extender (Tx + Rx)
- Fibre cable (50M)
- Rack installation equipment including power

##### Projection

- 8000 Lumen Laser projector (e.g. Epson EBL1405U)
- UST lens (e.g. Epson EPLX01)
- Projector mounting equipment
- Pepper's Ghost film + mounting + tension arrangements

##### Audio

- Crown DCI4 | 300 Amplifier
- 4 Speakers (e.g. JBL Control 25T)
- Speaker mountings, safety bonds, cabling for the above

##### Lighting

- 8 95w WW LED Fresnels
- 8 Barn Doors
- 8 Hook Clamps
- 8 Safety Chains
- 8 Plugs
- Victorian Brass/ Bronze Chandeliers

Lighting Control

- Dimmer pack 12 way
- Allowance for corridor lighting

Lighting Rigging / Truss

- Lighting Rigging / Truss

**Design/ Production**Courtroom Production – Audio & Video

- High-quality series of historical crime re-enactments taking place within a fully realised Victorian setting
- Realistic “holographic judge” effect
- 6k Definition Shooting

Studio shoots (1 green screen) comprising:

- Studio costs including lights, power etc
- 6 cast (and buy out for use in a visitor attraction)
- Crew
- Equipment
- Edit time incl after effects and GFX
- Travel, expenses & sundries

CGI

- Production

Print Design and Artworking

The print design refers to both wayfinding signage and scenic wallpaper. The walls will be part clad with oak panelling, above which a distressed effect wallpaper will be applied to complete the look of a 19<sup>th</sup> century Courtroom.

Courtroom Scenics

The design vision is to re-create a Victorian assizes courtroom setting complete with its own judge which will be brought to life through a peppers ghost effect. The room will be clad with oak panelling with intricate mouldings and detailing. The floor will follow suit, using oak wooden floorboards with a rustic/worn effect to enhance the feeling of authenticity. At the front of the

room, the elevated position of the bench where the judge sits contributes to the sense of theatre, and this will be enhanced by the elaborate pediment and coat of arms above his head, symbolic of the power of the law.

- Sheet wood with mouldings, fake wood artwork, varnish
- Engineering and mechanical design
- Delivery of scenery to site
- Accommodation/ Crew Expenses
- Hire of lift equipment

#### Sculpted and cast crest

- Sculpted and cast crest

#### Cell bar doors

- Motorised cell bars door

#### Artworked wall

- Artworked wall

#### Flooring

- Flooring

#### Graphics

- Graphics

### **4 ITT Timetable**

The anticipated timetable for submission of the tender and commission milestones are set out below:

| <b>Activity</b>                        | <b>Date</b>  |
|--|--|
| Date ITT available on Contracts Finder | 29 March 2018  |
| Site Visit                             | 1400 12 April 2018 <b><u>by appointment only</u></b> |
| Last date for raising queries          | 17 <sup>th</sup> April 2018                          |

|   |   |
|---|---|
| Last date for clarifications to queries | 20 <sup>th</sup> April 2018   |
| Deadline to return ITT                  | 25 <sup>th</sup> April 2018 1200  |
| Evaluation of ITT                       | 25 <sup>th</sup> April 2018 1400  |
| Award of Contract                       | This is subject to successfully obtaining grant funding and will normally be no later than 90 days from contract evaluation |

## 5 Conflicts of Interest

**Please provide a statement with regards to a conflict of interest for this procurement through the provision of either:-**

A Declaration that to your knowledge there is no conflict of interest between your company and Webb Ellis Estates Ltd that is likely to influence the outcome of this procurement either directly or indirectly through financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the contexts of this procurement procedure.

Or

A Declaration that there is a likely conflict of interest between your company and Webb Ellis Estates Ltd that is likely to influence the outcome of this procurement either directly or indirectly through financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the contexts of this procurement procedure, please provide details of this connection.

This will permit Webb Ellis Estates Ltd to take, in the event of a conflict of interest, appropriate steps to ensure that the evaluation of any submission will be undertaken by an independent and impartial party.

### Exclusion

Webb Ellis Estates Ltd shall exclude applicants from participation in this procurement procedure where they have established or are otherwise aware that the applicant, to include administrative, management or supervisory staff that have powers of representation, decision or control of the applicants company, has been the subject of a conviction by final judgment of one of the following reasons:-

- Participation in a criminal organisation
- Corruption
- Fraud
- Terrorist offences or offences linked to terrorist activities
- Money laundering or terrorist financing
- Child labour and other forms of trafficking in human beings

## 6 Consortium or sub-contracting

Where a consortium or sub-contracting approach is proposed, all information requested should be given in respect of the proposed prime contractor or consortium leader. Relevant information should also be provided in respect of consortium members or sub-contractors who will play a significant (greater than 25%) role in the delivery of the services under any ensuing Contract.

## 7 Tender Application Requirements

Please provide copies of your application which should include:

1. Confirmation that **you the supplier** are able to meet the requirements outlined in the brief above.
2. **Dated** response, used our company's full postal address (albeit you submission might be by email) and included the **Reference: BIG2201**
3. Details of who to **contact** in your company in relation to this tender
4. **Company registration Number and VAT number (if appropriate)**
5. **Total cost** of providing the goods/services requested.
6. The appropriate **conflict of interest statement** (as detailed in section 4).

## 8 Tender Scoring Criteria

The tender will be scored only on their compliance to the specification set out in section 2 and awarded to the lowest compliant tender.

## 9 Tender Returns

Tenders may be returned by email or post, or by delivery in person.

Tenders are to be returned by:-

Latest date to be returned: 25<sup>th</sup> April

Latest time to be returned: 1200 pm

If submitting by **email**, tenders should be sent electronically to [martin@bodminjail.org](mailto:martin@bodminjail.org) with the following message **clearly noted in the Subject box**;

**AV Hardware and Design/ Production: Bodmin Jail**

**BIG2201**

Tenderers are advised to request an acknowledgement of receipt when submitting by email.



If submitting by post or in person, the Tender must be enclosed in a sealed envelope, only marked as follows:-

**Tender - Strictly Confidential – AV Hardware and Design/ Production: Bodmin Jail - BIG2201**

Addressed to:

Martin Lyall  
BODMIN JAIL  
BERRYCOOMBE ROAD  
BODMIN  
CORNWALL  
PL31 2NR

The envelope should not give any indication to the Tenderer's identity. Marking by the carrier will not disqualify the tender.

If delivery **by hand** please obtain an official Receipt at point of delivery

**10 Clarification**

There will not be any negotiations of any of the substantive terms of the Tender Documents. Only clarification queries will be answered. Any clarification queries arising from the Tender Documents which may have a bearing on the offer should be raised as soon as possible in writing. The deadline for clarification questions is 6 days before the submission date. All e-mailed queries should be sent to:-

Name: Martin Lyall

E-mail: [martin@bodminjail.org](mailto:martin@bodminjail.org)

No representation by way of explanation or otherwise to persons or corporations tendering or desirous of tendering as to the meaning of the tender, Contract or other Tender Documents or as to any other matter or thing to be done under the proposed contract shall bind us unless such representation is in writing and duly signed by Martin Lyall of Webb Ellis Estates Ltd All such correspondence shall be returned with the Tender Documents and shall form part of the Contract.

Tenderers must provide a single point of contact in their organisation for all contact between the Tenderer and

Responses to any queries will be shared through Contracts Finder website

**11 Disclaimer**

The issue of this documentation does not commit Webb Ellis Estates Ltd to award any contract pursuant to the bid process or enter into a contractual relationship with any provider of the service. Nothing in the documentation or in any other communications made between Webb Ellis Estates Ltd or its agents and any other party, or any part thereof, shall be taken as constituting a contract,

agreement or representation between Webb Ellis Estates Ltd and any other party (save for a formal award of contract made in writing by or on behalf of Webb Ellis Estates Ltd).

Bidders must obtain for themselves, at their own responsibility and expense, all information necessary for the preparation of their tender responses. Information supplied to bidders by Webb Ellis Estates Ltd or any information contained in Webb Ellis Estates Ltd's publications are supplied only for general guidance in the preparation of the tender response. Bidders must satisfy themselves by their own investigations as to the accuracy of any such information and no responsibility is accepted by Webb Ellis Estates Ltd for any loss or damage of whatever kind and howsoever caused arising from the use by bidders of such information.

Bidders shall be responsible for their own costs and expenses in connection with or arising out of their response. Webb Ellis Estates Ltd reserves the right to vary or change all or any part of the basis of the procedures for the procurement process at any time or not to proceed with the proposed procurement at all.

Cancellation of the procurement process (at any time) under any circumstances will not render Webb Ellis Estates Ltd liable for any costs or expenses incurred by bidders during the procurement process.