



RECORD OF DECISION TAKEN UNDER DELEGATED POWERS OUTLINED IN THE CONSTITUTION – Part 3 Section 16

DELEGATED OFFICER DECISION Director of Environment and Operations
TAKEN BY:
PORTFOLIO
AREA: Environment

SUBJECT: King George’s Hall Pantomime contract

1. DECISION

To appoint Shone Productions to produce King George’s Hall’s Christmas Pantomime on a four year contract with no option to extend.

2. REASON FOR DECISION

The tender specification for the production was advertised on the Chest procurement system.

Four submissions were received in response to the Invitation to Tender. These were evaluated on a 40% price and 60% quality basis. Scores from the applications were supported by visits to view examples of their 2019 productions to ensure that a quality production could be delivered. See price and quality scores in the table below:

Contractor	Price 40 % Score	Quality 60 % Score	O/A % Score
Bidder A	35%	27.5%	62.5%
Bidder B	10%	30%	40%
Bidder C	28%	47.5	75.5%
Shone Productions	33%	55%	88%

Following an evaluation of the returned tenders, Shone Productions were selected as the successful bidder.

3. BACKGROUND

King George’s Hall’s Christmas Pantomime has been a feature of the Blackburn events calendar for 25 years. In 2018, a procurement review advised that due to the value of the contract, the contract should be re-procured via a tender process. The current Pantomime production company was granted a one-year extension in 2019, to enable the KGH management team to research other available products during the 2019 pantomime season to help shape the requirements of the tender. A tender was advertised on the Chest procurement system, as a four-year contract with no option to extend, with the contract commencing on the 2020 pantomime run.

4. OPTIONS CONSIDERED AND REJECTED

To use an existing framework agreement. A suitable agreement could not be identified and therefore this option was rejected.

5. DECLARATION OF INTEREST

All Declarations of Interest of the officer with delegation and the any Member who has been consulted, and note of any dispensation granted should be recorded below:

N/A

VERSION: 1

CONTACT OFFICER: Rebecca Weaver

DATE: 05/02/2020

BACKGROUND DOCUMENTS:

Signed:



Director: Martin Eden

Date: 5 February 2020