

# **DUNDEE CITY COUNCIL**

**REPORT TO: Leisure and Arts Services Committee – 17 March 2003**

**REPORT ON: Tender for the Hire, Erection and Dismantling of Frame Tents, Marquees & other items – Dundee Flower and Food Festival 2003**

**REPORT BY: Director of Leisure and Arts**

**REPORT NO: 233-2003**

## **1.0 PURPOSE OF REPORT**

1.1 To gain committee approval for the hire, erection and dismantling of frame tents, marquees and other items for the Dundee Flower and Food Festival 2003.

## **2.0 RECOMMENDATIONS**

2.1 That the offers from the following suppliers of frame tents and marquees totalling £34,444.50 be accepted. After evaluation the suppliers as noted are the most advantageous regarding quality and service.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 The costs of £34,444.50 will be met from the revenue of the Dundee Flower and Food Festival 2003.

## **4.0 LOCAL AGENDA 21 IMPLICATIONS**

4.1 None

## **5.0 EQUAL OPPORTUNITIES IMPLICATIONS**

5.1 None

## **6.0 MAIN TEXT**

6.1 Tender documentation was sent to eight companies, five were returned. The following shows a breakdown of the offers which will give the most advantageous service.

6.1.1 For the Frame Tents excluding the hospitality marquee, Field & Lawn be accepted as per the following breakdown:

Field & Lawn (Marquees) Ltd, Unit 5, Fort  
Matilda Industrial Estate,  
Geenock. PA16 7QF

FS1 Food Fair	30m x 20m
£ 2,460.00	
FS2 Food Fair	30m x 20m
£ 2,460.00	
FS3 Floral	85m x 20m
£ 6,970.00	
FS4 Events	35m x 15m
£ 3,202.50	
FS5 Craft	35m x 15m
£ 3,202.50	
FS6 Children's	35m x 15m
£ 2,152.50	
FS7 Main	85m x 20m
£ 6,970.00	
FS8 Annexe	60m x 15m
£ 3,690.00	
	Total
£ 31,107.50	

- 6.1.2. For the hospitality marquee and all the traditional marquees, Allison-Gray be accepted as per the breakdown below. Whilst the offer is not the cheapest the quality of marquee and local service will give the most advantageous service.  
Allison Gray

Longtown Street,  
Dundee DD4 8LF

FS9 Hospitality	15m x 9m
£ 783.00	
FS10 Catering	80ft x 40ft
£ 504.00	
FS11 Beer	40ft x 40ft
£ 322.00	
FS12 First Aid	20ft x 20ft
£ 118.00	
	Total
£ 1,727.00	

- 6.1.3 For the hire of tables and chairs, Purvis Marquees be accepted as per the breakdown below  
Purvis Marquees.  
4b East Mains,  
Ingliston Road,  
Edinburgh EH28 8NB

FS13 Tables	350
£ 1,225.00	
FS14 Chairs	350
£ 385.00	
	Total
£ 1,610.00	

## 7.0 CONSULTATION

7.1 The Chief Executive, Director of Support Services, Director of Planning & Transportation and Director of Finance have all been consulted on the contents of the report and are in agreement.

## 8.0 BACKGROUND PAPERS

Below is a breakdown of all the offers.

8.1

Ref  
Size  
William  
Allison  
Purvis  
Field &  
Attwoolls

Leith  
Gray  
Marquees  
Lawn

FS1

30m x 20m

£ 3,150.00

£ 3,100.00

£ 2,460.00

£ 5,040.00

FS2

30m x 20m

£ 3,150.00

£ 3,100.00

£ 2,460.00

£ 5,040.00

FS3

85m x 20m

£ 8,925.00

£ 8,500.00

£ 6,970.00

£ 14,000.00

FS4

35m x 15m

£ 3,782.25

£ 3,352.00

£ 3,937.00

£ 3,202.50  
£ 7,350.00

FS5

35m x 15m

£ 3,782.25  
  
£ 3,937.00  
£ 3,202.50  
£ 7,350.00

FS6

35m x 15m

£ 2,756.25  
  
£ 2,650.00  
£ 2,152.50  
£ 4,200.00

FS7

85m x 20m

£ 8,925.00  
  
£ 8,500.00  
£ 6,970.00  
£ 14,000.00

FS8

60m x 15m

£ 4,725.00  
  
£ 4,500.00  
£ 3,690.00  
£ 7,200.00

FS9

15m x 9m

£ 978.25  
£ 783.00  
£ 1,125.00  
£ 823.50  
£ 1,890.00

FS10

80ft x 40ft

£ 490.00  
£ 504.00  
£ 640.00  
£ 640.00  
£ 960.00

FS11

40ft x 40ft

£ 400.00  
£ 322.00  
£ 320.00  
£ 160.00  
£ 480.00

FS12

20ft x 20ft

£ 140.00  
£ 118.00  
£ 120.00  
£ 80.00  
£ 200.00

FS13

350

£ 1,400.00  
£ 1,585.50  
£ 1,225.00  
£ 1,330.00  
£ 2,100.00

FS14

350

£ 525.00  
£ 794.50  
£ 385.00  
£ 612.50  
£ 700.00

**STEVE GRIMMOND  
DIRECTOR OF LEISURE and ARTS  
24 FEBRUARY 2003**