



LLANHARAN COMMUNITY COUNCIL

Pre-Tender Notice: Christmas Display Erection Contract (2025-2028) Llanharan Community Council – 3-Year Contract Opportunity

To whom it may concern,

Llanharan Community Council is inviting expressions of interest from **qualified electrical contractors** for a **3-year contract (2025-2028)** to erect, maintain, and remove Christmas motifs, lighting, and tree displays.

This is an **exciting opportunity** to secure a multi-year public contract worth in the region of **£35,000 - £45,000** offering financial stability and the chance to expand your portfolio in the public sector.

We actively encourage **small and medium-sized electrical contractors** to participate and are committed to providing guidance on the necessary qualifications.

Why Bid for This Contract?

- ✓ **Secure a 3-year Council contract** likely total value in the region of **£35,000 - £45,000**.
- ✓ **Early tender launch** allows companies to obtain qualifications **after selection**.
- ✓ **Support for small and medium-sized contractors** – we are actively encouraging local participation.
- ✓ **Stable, predictable income** over multiple years.

Scope of Work

The successful contractor will be responsible for:

1. Christmas Lighting & Motifs Installation

- Erecting and removing approximately **91 motifs and string lights** onto lampposts.
- Connecting all lights to the **existing mains supply**.

2. Christmas Tree Displays

- **46 x 4ft Christmas trees** to be installed in wall-mounted brackets above local businesses.
- **14 x 4ft Christmas trees** to be installed on 3 community centre buildings in Llanharan, Brynna, and Ynysmaerdy.
- **10 x 16ft Christmas trees** to be installed and decorated with **12 light strings per tree**.
- **Securely connecting** all tree lights to the **appropriate mains power supply**.

3. Additional Decorations

- Fastening **two sets of six light strings** to the fencing at Dolau School.
- Installing and connecting a **motif display** at Brynnau Primary School.

4. End-of-Season Removal & Storage

- Taking down and **safely storing all decorations** in a mutually agreed location.
- Returning all lighting equipment to us or directly to the lighting provider in good condition.
- Transporting Christmas trees to a **designated recycling point**.

5. Hanging Basket Removal

- Removing summer hanging baskets from lampposts as part of the Christmas light installation.

Qualification & Compliance Requirements

The successful contractor must:

- ✓ Hold **public liability insurance** appropriate for this type of work.
- ✓ Be a **qualified electrical contractor** (Minimum **Level 3 Qualification** and **18th Edition IEE Wiring Regulations**).
- ✓ Provide a **Risk Assessment & Method Statement (RAMS)** for the work.

The work must comply with:

- ✓ **BS7671: 2011 IEE Wiring Regulations (18th Edition)**
 - ✓ **Health and Safety at Work Act 1974**
 - ✓ **Electricity at Work Regulations 1989**
 - ✓ **HSE Working at Height Regulations**
 - ✓ **Traffic Signs Manual – Chapter 8**
 - ✓ **ILP Lasers, Festival & Entertainment Lighting Code**
 - ✓ **ERG39 Authorisation & Certification (see details below)**
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Additional Training & Certification (Available Post-Tender)

To work on RCTCBC lampposts, specific authorisation and training are required. **However, we encourage companies without these qualifications to apply** as they can be obtained after securing the contract.

The contractor must have **designated personnel** who can obtain:

- ◆ **G39 – Highway Electrical Safety Certification** (£200, course available across the UK).
- ◆ **MEWP (Cherry Picker) IPAF License** (£200, available locally) – unless the contractor hires a MEWP with a qualified operator.

Llanharan Community Council will launch the **formal tender early in 2025** to give contractors time to complete these certifications if needed.

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Register Your Interest

To express your interest and to receive the full **tender pack** when it is released, or for further information please contact:

 Clerk@Llanharan-cc.gov.wales
 **07769 266675**

We look forward to working with professional contractors to make **Llanharan's festive season brighter than ever!**