

# Schedule 9Service Specification

# CS5392London Borough of Tower Hamlets Victoria Park Firework Display 2018

# AUGUST 2018

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## Introduction

The London Borough of Tower Hamlets has previously presented various creative fireworks spectacles to celebrate Fireworks Night as part of the Arts, Parks and Events team’s regular events programme.

The displays are enormously popular and have a strong reputation for artistic excellence. In 2015 the council’s fireworks display returned to Victoria Park after 5 years of the event being held across multiple smaller sites. Last year nearly 90,000 people attended the event in Victoria Park and we anticipate similar numbers in 2018.

Victoria Park is referred to as the People’s Park and is located in the north of the borough on the borders of Tower Hamlets and Hackney.

The park is the largest in the borough and provides adequate space for the safety distances for a large scale fireworks show and audience. Historically the fireworks event has been staged on the East Side of the park, which has held audiences of up to 90,000 for fireworks displays comfortably, yet still allowing ample safety distance around the aerial firing site of up to 200m.

This year’s event will take place in Victoria Park on Sunday 4th November 2018 with an advertised start time of 19:00 and an actual firing time of 19:15.

**2018 Display Theme**

The theme for this year’s display is the 200year anniversary of Mary Shelley’s Frankenstein. The first edition of the novel was published in London on 1 January 1818.

We are seeking bids that imaginatively respond to this theme and are appropriate for a large scale audience of up to 90,000.

Bidders should consider, alongside key pyrotechnic elements, how audio can be creatively used for an audience of this scale. Alongside a musical soundtrack, bidders should consider how sound effects and/or spoken word can be used to create an atmospheric experience for the audience.

## Key Requirements

The London Borough of Tower Hamlets is known for its innovative and high quality creative firework events that are more than just aerial fireworks displays. The fireworks display will be artistically driven and the theme will be a celebration of the 200 year anniversary of Mary Shelley’s “Frankenstein”, combining strong visual and musical elements. Please note that the content should appeal to a wide audience and be suitable for family audiences. The show will need to be in the region of 20 to 25 minutes in duration and at a suitable scale to entertain a large-scale audience of 90,000.

We would like the appointed bidder to work with the natural assets of the site to create a spectacle that is innovative in its use of pyrotechnics, special effects, bespoke audio soundscape, creative soundtrack and other creative arrangements to enhance the audience experience and create a truly memorable event. Please note that due to crowd density there is limited space for infrastructure outside of the firing zone and therefore we would not consider any installations or walk about activity in the audience arena.

The winning bidder will be required to deliver all aspects of the creative display within the fixed budget of £50,000 (excluding VAT), including all oncosts such as developing and supplying the artistic content, any show lighting effects, sound track and providing any associated infrastructure directly related to the staging of the spectacle. The appointed company will also be required to provide suitable and sufficient Health & Safety documentation and the provision of appropriately trained and qualified management, technical production and crews and will be responsible for all staffing on-costs including transport, catering, accommodation and per diems etc.

It is understood that companies may need further information before submitting proposals. Please use the London Tenders Portal to raise any questions you may have regarding the tender documentation and the process.

We have included the site plan from last year’s event which indicates the layout of the east side of Victoria Park, the frontline and the 200m fallout zone. Please see Appendix 1.

## The Budget Allocation

The budget is a fixed fee of £50,000 exclusive of VAT

The fee is inclusive of:

* Display / spectacle design and content
* Stage / show lighting
* Bespoke audio soundscape (not including PA system)
* Soundtrack (not including PA system)
* Show/ display management and crew
* Transport and travel
* Accommodation and per diems
* Associated show/display equipment / infrastructure (i.e. scaffold, cranes etc.)
* Plant equipment
* Any onsite cabin storage
* Site visits, attendance at council meetings and multi-agency planning meetings in London
* All associated on-costs

Tower Hamlets Council will manage the overall event production at Victoria Park. This will include procurement of council-related materials and services, planning and management of the site in relation to general production, site management and crowd safety and this will include;

* Producing overall Event Management Operational Plans
* Hosting and co-ordinating multi agency planning meetings
* PA, power and distribution
* Site lighting (non-creative)
* Marquees – FOH, production, welfare / info etc.
* Barriers and fencing (including fallout zone)
* Crowd Management and First Aid
* Welfare (lost children / info points)
* Event signage
* Toilets
* Waste management
* Traffic Management