Appendix C2 – Tender’s Response Pro-Forma

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| --- |
| Contract title**:  Contract for Pantomime Entertainment and Related Services seasons 2018/19, 2019/20 and optional 2020/21** |
| Company Name: <<……………………..>> |
| Address: <<……………………..>> |
| E-Mail: <<……………………..>> |
| Contact name and telephone number: <<……………………..>> |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 2018/2019 Pantomime Title  **Cinderella** | | | 2019/2020 Pantomime Title  TBA | | 2020/2021 Pantomime Title  TBA |
| **COST** **50%** | **See Appendix C3** <<Costs to Appendix E Form of Tender>> | | | | | |
|  | | | | | | |
| **SERVICE / QUALITY** **50%** |  | | |  | |  |
| **SQ1** Please explain your approach to delivering the pantomime services and how you will ensure a high quality family pantomime is delivered.  (1000 words max) (**20%**) |  | | | To be agreed | | To be agreed |
| **SQ2** Please provide details how you will secure a popular, known star cast member in the show and also how you will establish a quality cast for future productions. Please indicate if you already have a star cast member guaranteed for the pantomime Cinderella and provide details. (500 words max).  (**20%**) |  | | |
| **SQ3** Please explain your approach to Customer Service elaborating on the different areas covered in this service.  (500 words max) (**10%**) |  | | |
| **INFORMATION ONLY** (Not Scored) | | | | | | |
|  | | | | | | |
|  | | 2018/2019 Pantomime Title  **Cinderella** | 2019/2020 Pantomime Title  TBA | | 2020/2021 Pantomime Title  TBA | |
| **Contract Terms**  Please confirm your acceptance  of the Terms & Conditions issued  with this Tender. | | Yes / No | TBA | | TBA | |
|  | |  |  | |  | |
| Please confirm your commitment to secure a minimum of three appearances by principle cast members to include the pantomime press launch. | | Yes / No | Yes / No | | Yes / No | |
|  | |  |  | |  | |
| Please confirm acceptance that other costs, for example, ticket prices may be negotiated by the Production Company and the General Manager of Ferneham Hall (Fareham Borough Council) during 2019/20 and 2020/2021. | | Yes / No | Yes / No | | Yes / No | |
|  | |  |  | |  | |
| Please give a detailed breakdown of your proposed payment schedule. If successful, the schedule will be subject to negotiation between the production company and General Manager of Ferneham Hall on behalf of Fareham Borough Council. | | <<Enter here>> | TBA | | TBA | |
| Please provide your proposed ticket pricing schedule for 2018/19 to be negotiated based on current market rates and the 2017 Ferneham Hall production of Aladdin | | <<Enter here>> | TBA | | TBA | |

**Failure to agree to the items in the non-scored section above may invalidate your tender response and consequently may exclude your tender submission from further evaluation.**