



Expression of Interest

Omagh Music Festival
Event Delivery



Fermanagh & Omagh
District Council
Comhairle Ceantair
Fhear Manach agus na hÓmaí

April 2024
Reference: 2425 CW EOI 001

1. Introduction

Fermanagh and Omagh District Council seeks Expressions of Interest for event delivery proposals for the fourth Omagh Music Festival at Strule Arts Centre on November 1st and 2nd, 2024.

The festival, established in 2021, celebrates Omagh's musical heritage. In 2022, a Music Trail was launched in Omagh Town Centre, and Strule Arts Centre hosted an audio-visual exhibition featuring local musicians and their Showband experiences.

The festival has included concerts, such as folk & trad, 60s Showbands, and The Plattermen's musical journey from the 60s to the 70s. It also featured interactive events, community outreach, music trails, talk and taste events, and educational workshops with local schools.

Essential elements:

- Deliver a festival of events on November 1st and 2nd, 2024, at Strule Arts Centre, Omagh.
- Include at least one concert with performers representing Omagh and the celebrated music genre.
- Include at least one other interactive event to engage the audience.
- Attract up to 500 visitors to the festival events.
- Provide a schedule of events consistent with past Omagh Music Festival events in terms of quality and local focus.
- Demonstrate financial ability to deliver the event.

2. Process

The **overall process** is in two stages.

Stage 1: Expression of Interest

- ✓ Complete the online EOI submission.
- ✓ Tell us about your experience.
- ✓ Provide an outline event delivery proposal that includes the essential elements.

then:

- ✓ If you have the relevant experience, which will be assessed as a Pass / Fail
we will forward you Stage 2 information.

Stage 2: Request for Quote

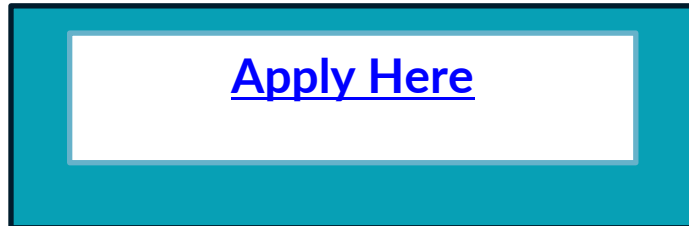
- ✓ If you progress to Stage 2 Request for Quote will require more information from you on compliance, quality of the event delivery, your detailed proposal and your costs to deliver.

See information on this submission in the Stage 2 section.

STAGE 1 EOI SUBMISSION

Reference: 2425 CW EOI 001

Please complete the online application by clicking the link below.



Closing date for receipt of submissions: no later than

12 noon on Wednesday, 08 May 2024

Late submissions will not be accepted.

For queries please email: events@fermanaghomagh.com

STAGE 2 SUBMISSION – FOR INFORMATION ONLY

Request for Quote

Please note this stage does not need to be completed until after Stage 1 assessment.

Applicants that progress to Stage 2 must complete all forms in this stage to enable their submission to be assessed this includes compliance criteria below:

Mandatory Exclusion	- Pass / Fail	Freedom of Information	- Pass / Fail
Fair Employment	- Pass / Fail	Insurance	- Pass / Fail
Bona Fide Submission	- Pass / Fail	Financial Good Standing	- Pass / Fail
Equality Declaration	- Pass / Fail	Safeguarding	- Pass / Fail

You will then be asked to provide more information on the event delivery proposal and associated costs.

Quality: (70%)

Applicants will be asked for information on the event proposal that will include:

- A detailed proposal for the Omagh Music Festival aligned with the unique musical heritage of Omagh.
- How will you attract audiences, market and evaluate the success of the event

Quality criteria will be assessed using a score out of 5 against the following scoring *indicators.

Assessment	Score	Indicators
Excellent	5	The submission provided is of excellent relevance and is fully supported by a comprehensive Level of detail No omissions and / or weaknesses identified
Good	4	The submission provided is of good relevance and is well supported by a good level of detail Only minor omissions and / or weaknesses identified
Satisfactory	3	The submission provided is of satisfactory relevance and is supported by an adequate level of detail Some omissions / and or weaknesses identified
Limited	2	The submission provided of limited relevance and partially detailed

		Several material omissions / and or weaknesses have been identified
Poor	1	The submission provided is of poor relevance and is inadequately detailed Major omissions / and or weaknesses have been identified
Nil response/ Very Poor	0	No response or unacceptable information provided.

Those submitting must achieve a minimum of 3 against the scoring indicators for each quality criteria; any submission which achieves less than a score of 3 against the scoring indicators will be considered unsatisfactory & will be excluded from the assessment process.

Cost: (30%)

Applicants will also be asked to include associated costs.

The maximum mark will be awarded to the bidder submitting the lowest acceptable price. Other suppliers will then be awarded a pro rata percentage using the following formula:

$$\frac{\text{Available marks [30\%]}}{\text{Lowest acceptable price}} \times \text{Bidder's price}$$

This score will be added to that obtained for Quality and the bidder with the highest overall score will be awarded the contract.

Contract Award

The bidder with the highest overall scoring (out of 100%) will be awarded the contract.

To Note:

All costs quoted shall be in pounds Sterling (GBP) and be exclusive of VAT.



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