

Causeway Coast and Glens Borough Council

To: Leisure & Development Committee

Tender - Provision of Visitor Information Services in Cushendall

14th April 2015

For Decision

8.0 Report to Committee

Linkage to Interim Corporate Plan	
Strategic Themes	Prosperity.
Lead Officer	Richard Baker - Director of Leisure & Development Kerrie McGonigle - Tourism Manager
Cost: (If applicable)	£20,000

The purpose of this report is to seek approval of Members for the appointment of The Glens of Antrim Historical Society to provide Visitor information Services in Cushendall.

8.1 Background

Following procedures detailed in the funding policy, Causeway Coast and Glens Council, approval has been given to officers to procure an experienced operator to provide 'Visitor Information Services in Cushendall'. This service in Cushendall will help to promote the new Causeway Coast and Glens Council area as a holiday destination, communicating what the area has to offer the holidaymaker/visitor with regard to accommodation, activities, events and attractions, and other tourism related products.

8.2 Procurement Process

The procurement process for this appointment involved a public notice in 'The Chronicle' and E-Sourcing and expressions of interest were sought, with two companies responding. The terms of reference were issued and one company responded. The submission deadline was Friday 20th March 2015.

The following company submitted documentation:

- The Glens of Antrim Historical Society

The selection panel was made up of Eileen Magee (Limavady Borough Council), Kerrie McGonigle (Moyle District Council) and Robin Brown (Procurement Officer, Causeway Coast and Glens). They convened to assess on Monday 23rd March 2015.

Summary

	Score	Rank
Glens of Antrim Historical Society	100	1st

8.3 Recommendation

It is recommended that Council approves:

Appointment of The Glens of Antrim Historical Society as the Causeway Coast and Glens Council's preferred candidate for the provision of visitor information services, subject to clarification of all requested information and agreement on 'the terms and conditions of contract'. This appointment would be for a twelve month period commencing on 1st April 2015 with the option to extend for two further periods of 12 months each, subject to satisfactory performance.