



REQUEST 18935

Procurement and Tender Compliance (Cultural and Night-Time Economy)

For all cultural, arts, or night-time economy tenders or commissions issued between 1 January 2022 and the present, please provide:

1. Full tender documentation, including specifications, bidder lists, evaluation criteria, scoring matrices, moderation notes, assessment notes, award/decision records, and risk assessments.
2. The names and job titles of all officers who participated in evaluation panels.
3. Internal approval documents or delegated decisions authorising these awards.
4. Any procurement compliance checks or internal audits carried out in relation to these tenders.

RESPONSE

1. All tender documentation is free to access via The Chest procurement portal (www.the-chest.org.uk). All contract award notices are accessible via Contracts Finder (<https://www.contractsfinder.service.gov.uk/Search>) or Find a Tender Service (<https://www.find-tender.service.gov.uk/Search>). We believe that moderation notes will include the bidders commercially sensitive information.
2. Assistant Business Partner - Arts Development.
Service Manager - Culture Arts and Heritage
Events Officer - Town Centre
Service Manager - Economic Development
3. All approval and delegated decisions are accessible on the Council's Forward Plan via the Council's website (www.wigan.gov.uk)
4. Procurement compliance checks are carried out by the procurement team on all tenders; this now includes two QA sessions for all 'above' threshold tenders. There have been no internal audits carried out in relation to these tenders.