

REPORT TO: CITY GOVERNANCE COMMITTEE – 18 AUGUST 2025

REPORT ON: SOURCING STRATEGY FOR ACOUSTIC EQUIPMENT FOR THE CAIRD HALL

REPORT BY: DIRECTOR, LEISURE AND CULTURE DUNDEE

REPORT NO: 222-2025

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to present a summary of the sourcing strategy as outlined in Section 5 of this report and seek approval to secure supply of acoustic equipment for Caird Hall.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Committee:
- a. approves the Sourcing Strategy as detailed in Section 5 of this report.
 - b. agrees to the direct award of a contract to Ad Lib Limited for the supply and installation of two items - a sound desk and acoustic drapes.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The projected total cost would be £32,801 comprising two items - a sound desk (£15,342) and acoustic drapes (£17,459.55). The contract will be funded from the DCC Capital Plan - under 'Build Resilient Empowered Communities - LACD Projects'.

4.0 BACKGROUND

- 4.1 Leisure and Culture Dundee requires to update the sound equipment and improve the acoustic baffling to fit the needs of the service for spoken word events. The system provided will include full technical support to deliver and install the equipment.
- 4.2 The hall does not suit spoken word events as voices can echo around the space. Introducing properly installed drapes will give flexibility to support word as well as music events.
- 4.3 Currently the equipment is hired in as required, which is expensive, and the drapes are not attractively hung. Installing proper curtain track and holding an up-to-date sound desk will improve the look and sounds of the hall for these acts.

5.0 SOURCING STRATEGY

- 5.1 Professional theatrical technical equipment is not available via supply frameworks, therefore three quotes have been secured from suppliers who can meet the requirement, for each of the items, and the recommendation is to award to the lowest priced supplier.

Acoustic Drapes		
ADLIB Black wool serge curtains, track and fixtures, rear of auditorium downstairs and balcony, inc installation		£17,459.55

Stage Electrics Total to supply and install new track and drapes as detailed below; including Materials, Project Management, Inspection and Certification, Access Equipment and Labour including Travel Costs and Subsistence		£24,170.55
PSI Absolute Wool serge drapes, powder coated track, wall brackets, installation.		£17,478.90
Sound equipment - Advantis desk		
ADLIB Allen & Heath AVANTIS/240X Sound desk, cables, flightcase, cover, stage patch box		£15,342.00
Audiowave Allen & Heath AVANTIS/240X Sound desk, cables, flightcase, cover, stage patch box		£18,849.74
Grey Events Allen & Heath AVANTIS/240X Sound desk, cables, flightcase, cover, stage patch box		£17,708.51

6.0 RISK ANALYSIS

- 6.1 There are four standard risks in any procurement and for public sector regulated procurements, a fifth is added, that of the procurement exercise itself breaching the public contract regulations and leaving the Council open to a legal challenge.

Description of Risk	Actions to be taken to manage Risk
Commercial Risk – That either the price objectives are not achieved up front or there are other costs that arise during the contract and diminish the overall benefits.	Three quotes received for our exacting requirements including delivery timescales.
Technical Risk – This concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification	Bidders are established theatrical suppliers who have demonstrated technical competence.
Performance Risk – This concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits	The items will be purchased and no longer requiring technical support from suppliers.
Contractual Risk – Being able to remedy the shortcomings in the contractor's performance without severely damaging the contract and about avoiding reliance on the contracted supplier as the contract develops.	The procurement of goods is formalised through the issuance of a Purchase Order, which constitutes a contract governed by the Sale of Goods Act 1979.
Procurement Risk – where a procurement is found unsound in	This is a compliant route to market for goods of this value.

law, through the public procurement rules	
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7.0 POLICY IMPLICATIONS

- 7.1 This report does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

8.0 CONSULTATIONS

- 8.1 The Council Leadership Team was consulted in the preparation of this report.

9.0 BACKGROUND PAPERS

- 9.1 None.

Judy Dobbie
Director, Leisure and Culture Dundee

July 2025

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