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Tender

## **Eastern Base Project Manager and Contract Administrator**

City of London Corporation

F02: Contract notice

Notice identifier: 2024/S 000-003056

Procurement identifier (OCID): ocds-h6vhtk-0435ab

Published 30 January 2024, 12:45pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

City of London Corporation

Guildhall

London

EC2P 2EJ

#### **Email**

[Georgia.Lawrence@cityoflondon.gov.uk](mailto:Georgia.Lawrence@cityoflondon.gov.uk)

#### **Telephone**

+44 2076063030

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.cityoflondon.gov.uk/>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.capitalesourcing.com/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.capitalesourcing.com/web/login.shtml>

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Eastern Base Project Manager and Contract Administrator

#### **II.1.2) Main CPV code**

- 71530000 - Construction consultancy services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The City of London Corporation (the City) invites Tenders for the provision of a Project Manager and Contract Administrator role on the Eastern Base Project.

All Individuals working on this project MUST have received their Non-Police Personal Vetting level 3 and Security Clearance or be in the process of obtaining and this is a Pass / Fail requirement.

The Eastern Base project has the ambition of creating an operational 24/7 base for City of London Police in the eastern side of the City. The aim is for this to be a purpose built, modern and future proof building with integrated technology allowing City of London Police to deliver a range of benefits for the long-term safety and security of the City of London.

The project is currently completing RIBA Stage 3, the design team have been appointed to developed RIBA Stage 4 and 5 and deliver under a Traditional / Standard Building Contract.

A contractor has been appointed on a two-stage basis, their duties during RIBA Stage 4 (Pre-Construction Services Agreement) include achieving their NPPV3+SC clearance, assisting with buildability, logistics, programming and package procurement. The contractor is also undertaking minor works to the existing retail units during the PCSA.

The estimated construction value of the Main Works is circa £18m.

#### **II.1.5) Estimated total value**

Value excluding VAT: £200,000

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 71540000 - Construction management services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

Main site or place of performance

City of London

### **II.2.4) Description of the procurement**

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The estimated construction value of the Main Works is circa £18m.

**II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

**II.2.6) Estimated value**

Value excluding VAT: £200,000

**II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

End date

31 December 2027

This contract is subject to renewal

No

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: No

**II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

All members of the proposed delivery team must already hold Non-Police Personal Vetting Level 3 & Security Clearance or be in the process of obtaining and provide evidence of this.

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

29 February 2024

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

6 March 2024

Local time

2:00pm

Place

By Procurement via e-tendering portal

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

This tendering exercise is being undertaken using the electronic tendering system 'capitalEsourcing' ([www.capitalesourcing.com](http://www.capitalesourcing.com)). Suppliers will need to register an interest on the system in order to participate and registration is free.

The estimated value given at II.2.6) is for the full duration of the contract including the maximum possible extensions. The estimated annual contract value is therefore 200,000.

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Cabinet Office

70 Whitehall

London

SW1A 2AS

Country

United Kingdom