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Tender

## **Provision of Specialist Lift Consultancy Services**

The Corporate Officer of the House of Commons and The Corporate Officer of the House of Lords (acting jointly)

F02: Contract notice

Notice identifier: 2025/S 000-006482

Procurement identifier (OCID): ocds-h6vhtk-04a2fe

Published 20 February 2025, 8:51pm

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

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

The Corporate Officer of the House of Commons and The Corporate Officer of the House of Lords (acting jointly)

Parliament Square

LONDON

SW1A 0AA

#### **Contact**

Elli Nikolaou

#### **Email**

[pcd@parliament.uk](mailto:pcd@parliament.uk)

#### **Country**

United Kingdom

**Region code**

UKI32 - Westminster

**National registration number**

210715608

**Internet address(es)**

Main address

<https://www.parliament.uk/>

Buyer's address

<https://atamis-ukparliament.my.site.com/s/Welcome>

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<https://atamis-ukparliament.my.site.com/login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://atamis-ukparliament.my.site.com/login>

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**

Provision of Specialist Lift Consultancy Services

Reference number

GSV3213

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

- 71621000 - Technical analysis or consultancy services

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

Services

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

The Corporate Officer of the House of Lords and the Corporate Officer of the House of Commons (acting jointly) are inviting expressions of interest from suitably qualified organisations wishing to enter into a contract for the provision of specialist lift consultancy services. The appointed Consultant will support the Authority's Property and Asset Strategy (PAS) team in its role as custodian of the lift engineering infrastructure on the Parliamentary Estate to review and update technical standards and a long-term strategy for lift modernisation.

More specifically, the appointed Consultant shall be required to provide specialist services which will include independent advisory support to ensure the viability and quality of lift designs, as well as undertaking other consultancy activities with the view of supporting Parliamentary lift refurbishment projects, which are being delivered in accordance with the RIBA Work Plan 2020. The contract shall be let based on the NEC4 Professional Services Short Contract (NEC4 PSSC).

The procurement documents shall be made available subject to the return of a duly signed Non-Disclosure Agreement (NDA) template, which can be accessed at <https://atamis-ukparliament.my.site.com/login>

The Authority will aim to execute the signed NDAs and share the tender pack with Tenderers who have submitted a duly signed NDA within two (2) working days of the submission date via the message centre of the Authority's electronic tendering portal Atamis (please refer to above-mentioned address).

Suppliers who previously returned a duly signed NDA in response to the Prior Information Notice (reference: 2024/S 000-030708) published on 26th September 2024 in relation to this contract opportunity, will not be required to re-submit a signed NDA.

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

Value excluding VAT: £320,000

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

This contract is divided into lots: No

### **II.2) Description**

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

- 42416100 - Lifts

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

NUTS codes

- UKI32 - Westminster

Main site or place of performance

Westminster

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

A non-exhaustive list of the services required to be delivered under the contract are summarised below:

- Produce lift technical design reviews covering RIBA Stages 2 to 5 inclusive in relation to the Authority's Lift Refurbishment Programme, as well as work collaboratively with Lift Refurbishment delivery teams and prioritise the works having due regard to Health & Safety and business continuity objectives (as set out within the procurement documents);
- Review and develop (if needed) existing lift modernisation scope documents;
- Produce feasibility studies to RIBA Stage 1 or equivalent, technical standards and engineering specifications;
- Undertake site inspections and witnessing across the Parliamentary Estate as set out within the procurement documents;
- Review lift traffic analysis from previous studies and project consultants and where necessary undertake new traffic analysis and propose optimum lift design strategy for the population and use patterns of the Parliamentary Estate; and
- Carry out whole of life costing with the view of ensuring that value for money is achieved by taking a holistic approach to design the lifts in relation to each other, traffic flow,

building occupants, logistics, fire evacuation strategy, access control and security strategy, environment and sustainability, heritage and conservation and user priorities. The Authority reserves its position as to whether it will (or will not) enter into contractual arrangements. Subsequently, the publication of the procurement documents in no way commits the Authority to enter into any contractual relationship with the Tenderers or any other party.

The Authority reserves the right to:

- cancel, postpone, suspend or abort the selection and evaluation process at any stage of this procurement in its entirety;
- vary the project timetable or procurement process, including without limitation, to introduce further submission requirements; and
- amend, vary or digress from the process set out in the procurement documents. In the event of any change to the process, the Authority will inform all Tenderers of the change.

The Authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

The information and/or documents for this opportunity are available on <https://atamis-ukparliament.my.site.com/login>

Interested organisations must register on this site to respond. The use of the In-tend e-tendering portal is compulsory and will be the main means of communication and exchange of documents between the Authority and prospective Tenderers, although the Authority reserves the right at its sole discretion to communicate and/or exchange documents by other means.

Additional CPVs:

71310000-4 Consultative engineering and construction services

71321000-4 Engineering design services for mechanical and electrical installations for buildings

#### **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: £320,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The contract shall be let for an initial term of twelve (12) months with an option to extend (via a Notice to Proceed pursuant to the NEC4 Professional Services Short Contract) for a further period of twelve (12) months, such extension to be exercised at the Contracting Authority's discretion.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The contract shall be let for an initial term of twelve (12) months with an option to extend (via a Notice to Proceed pursuant to the NEC4 Professional Services Short Contract) for a further period of twelve (12) months, such extension to be exercised at the Contracting Authority's discretion.

#### **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

The appointed Consultant's proposed principal or lead staff must be at Associate level (minimum of 10 years lift industry experience and demonstrable stakeholder management experience) and professionally qualified and chartered with a UK recognised professional body e.g. RIBA, CIBSE or IET (or equivalent). All other staff must have lift or engineering specific qualifications.

The appointed Consultant, or their external IT provider in the event of outsourcing, must hold as a minimum a valid Cyber Essentials certificate at the point of contract award.

Further information on the selection criteria as stated in the procurement documents.

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

Minimum level(s) of standards possibly required

The following minimum economic and financial standing requirements shall apply:

- a) a minimum turnover of 320,000.00 per annum for each of the last three (3) financial years; and
- b) a satisfactory risk assessment based on Dun & Bradstreet indicators as detailed in the procurement documents

Interested suppliers are advised that the contract will be subject to an overall affordability cap of £320,000 to be applied across the total contract term (including any allowable extensions).

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

Minimum level(s) of standards possibly required

The appointed Consultant's proposed principal or lead staff must be at Associate level (minimum of 10 years lift industry experience and demonstrable stakeholder management experience) and professionally qualified and chartered with a UK recognised professional body e.g. RIBA, CIBSE or IET (or equivalent). All other staff must have lift or engineering specific qualifications.

The appointed Consultant, or their external IT provider in the event of outsourcing, must hold as a minimum a valid Cyber Essentials certificate at the point of contract award.

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## **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: Yes

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

##### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-030708](#)

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

Date

8 April 2025

Local time

12:00pm

##### **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**

Tender must be valid until: 6 August 2025

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

Date

8 April 2025

Local time

12:00pm



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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

The Authority will operate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers to provide time for unsuccessful tenderers to challenge the award decision before the contract is entered into. Unsuccessful tenderers shall be notified by the Authority as soon as possible after the decision is made as to the reasons why they were unsuccessful. The Public Contracts Regulations 2015 provide that aggrieved parties who have been harmed, or are at risk of harm, by breach of the rules are to take action in the High Court (England, Wales and Northern Ireland).

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

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

The High Court of England and Wales

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<http://judiciary.uk/highcourt>

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

The High Court of England and Wales

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<http://judiciary.uk/highcourt>