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Tender

## **Contract Administrator, Principal Designer and Clerk of Works Services for the installation of shared array Ground Source Heat Pump systems**

Oxford City Council

F02: Contract notice

Notice identifier: 2025/S 000-006881

Procurement identifier (OCID): ocds-h6vhtk-04e6fc

Published 21 February 2025, 3:10pm

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

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

Oxford City Council

Town Hall, St Aldates

Oxford

OX1 1BX

#### **Email**

[procurement@oxford.gov.uk](mailto:procurement@oxford.gov.uk)

#### **Telephone**

+44 1865252497

#### **Country**

United Kingdom

**NUTS code**

UKJ14 - Oxfordshire

**Internet address(es)**

Main address

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

Buyer's address

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

**I.3) Communication**

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

<https://in-tendhost.co.uk/oxfordcc>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/oxfordcc>

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Contract Administrator, Principal Designer and Clerk of Works Services for the installation of shared array Ground Source Heat Pump systems

Reference number

OCC000662

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

- 71530000 - Construction consultancy services

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

Services

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

This Contract is to provide Contract Administrator, Principal Designer and (optionally) Clerk of Works services to a project to install a shared array Ground Source Heat Pump heating system, with associated M and E services, to an estate with a block of flats in Oxford owned by Oxford City Council. The contract may be extended to encompass providing the same professional services to a second shared array Ground Source Heat Pump heating system installation project on a different estate with blocks of flats in the second year.

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

This contract is divided into lots: No

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

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

- 71530000 - Construction consultancy services

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

NUTS codes

- UKJ14 - Oxfordshire

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

This Contract is to provide Contract Administrator, Principal Designer and (optionally) Clerk of Works services to a project to install a shared array Ground Source Heat Pump heating system, with associated M&E services, to an estate with a block of flats in Oxford owned by Oxford City Council. The contract may be extended to encompass providing the same professional services to a second shared array Ground Source Heat Pump heating system installation project on a different estate with blocks of flats in the second year.

#### **II.2.5) Award criteria**

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

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

options to extend with period of 12 months, maximum contract of 2 years

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

Variants will be accepted: No

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

Options: Yes

Description of options

To extend 1 period of 12 months

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

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

## **II.2.14) Additional information**

The portal may state restricted procedure, this is an Open invitation to tender

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

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

#### **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.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

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

Date

27 March 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: 30 June 2025

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

Date

28 March 2025

Local time

12:00pm

Place

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

His is showing as restricted on the intend portal, however this is an open Invitation to Tender

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

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

Oxford City Council

Oxford

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

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