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Tender

Town Hall Refurbishment Consultancy (Town Deal) Tender Contract 2023 to 2026

Bridgwater Town Council

F01: Prior information notice

Call for competition

Notice identifier: 2023/S 000-007099

Procurement identifier (OCID): ocds-h6vhtk-03b1ee

Published 10 March 2023, 2:59pm

Section I: Contracting authority

I.1) Name and addresses

Bridgwater Town Council

Town Hall, High Street

BRIDGWATER

TA63AS

Contact

Geoff Sawyer

Email

procurement@bridgwater-tc.gov.uk

Telephone

+44 1278427692

Country

United Kingdom

Region code

UKK23 - Somerset

Bridgwater Town Council

THTD2023

Internet address(es)

Main address

<https://bridgwater-tc.gov.uk/>

I.3) Communication

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

<https://bridgwater-tc.gov.uk/council/tender-information-contracts-awarded/>

Additional information can be obtained from the above-mentioned address

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Town Hall Refurbishment Consultancy (Town Deal) Tender Contract 2023 to 2026

Reference number

THTD2023

II.1.2) Main CPV code

- 71000000 - Architectural, construction, engineering and inspection services

II.1.3) Type of contract

Services

II.1.4) Short description

Please refer to:

- a) Document Ref: THTD01 'Town Hall Town Deal Consultancy Tender Information & Specification'
- b) Document Ref: THTD02 'Town Hall Town & Associated Buildings Existing Drawings'
- c) Document Ref: THTD03 'Form of Tender'
- d) Document Ref: THTD04 'Application for Town Hall Town Deal Consultancy Tender'
- e) Document Ref: THTD05 'Town Hall Town Deal Indicative Project Timeline'
- f) Document Ref: THTD06 'Scope of Services for Building Works'
- g) Document Ref: THTD07 'RICS Short Form of Consultant's Appointment'
- h) Document Ref: THTD08 'RICS Short Form of Consultant's Appointment Explanatory Notes'
- i) Document Ref: THTD09 'Project Value'
- j) Document Ref: THTD10 'Variation to Tender'

k) Document Ref: THTD11 'Theatre Report'

l) Document Ref: THTD12 'BOS Café Report'

m) Document Ref: THTD13 'Reception Report'

Your tender submission, which is to be on a fixed price basis for the period April 2023 to March 2026 is to be returned on Document Ref: THTD03 'Form of Tender' and in a sealed envelope marked 'Tender' to be submitted by 12noon on Friday 7th April 2023.

The tender is to be signed by an authorised signatory for the company and all alterations or corrections must be initialled by the same person.

The completed tender must be submitted in a sealed envelope marked 'Tender' which should then be sent by post or delivered by hand to reach the Projects Officer, Town Hall, High Street, Bridgwater, Somerset, TA6 3AS. All tenders will be opened at the same time by the Town Clerk and Project Manager in the presence of a Councillor.

You must submit the following documentation with your tender:

- 1) All company accreditations, qualifications, and recognitions.
- 2) Evidence of your staff/team's competency and training records.
- 3) All Health & Safety documentation for this project.
- 4) Any RAMS relating to this project.
- 5) THTD03 'Form of Tender'.
- 6) THTD04 'Application Form for the Town Hall Town Deal Consultancy Tender'.
- 7) Insurance details and certificates as indicated in section C of THTD04 (please note that £10m liability is required).

Any omissions will invalidate your tender.

The tender envelope must not be marked in any way to indicate the identity of the sender / tenderer and must contain only the tender form and requested documents, and no other enclosures. If a courier service is used these requirements must still be observed.

Your particular attention is drawn to the conditions above as any tender which is late and/or is improperly marked or unsealed **WILL NOT BE CONSIDERED**.

Bridgwater Town Council does not bind itself to accept the lowest or any tender, nor to make any payment for the preparation of any tender.

Thanking you for your interest in this tender.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKK - South West (England)

II.2.4) Description of the procurement

This Tender is for the Town Hall Town Deal Consultancy for the period April 2023 to March 2026, a 3-year contract. A RICS Short Form of Consultants Appointment will be required.

The successful consultant will be responsible for acting in the best interests of Bridgwater Town Council (BTC) and working alongside them in the delivery of this project.

A list of requirements is stipulated within the invitation to Tender and will be required as part of the submission of the Tender; failure to submit will invalidate your Tender. You must submit your fixed price on the THTD03 form and all requested documents by noon on Friday 31st March 2023. Late or incomplete Tenders will not be considered. There must not be any markings showing your company name on the envelope and the envelope must be marked 'Town Hall Town Deal Consultancy Tender'.

II.2.10) Information about variants

Variants will be accepted: Yes

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive procedure with negotiation

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 expressions of interest

Date

7 April 2023

Local time

12:00pm

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

English

IV.2.5) Scheduled date for start of award procedures

25 April 2023

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Bridgwater Town Council

Bridgwater

TA6 3AS

Email

procurement@bridgwater-tc.gov.uk

Country

United Kingdom