

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/007355-2025>

Planning

Burslem School of Art SEND project

Stoke on Trent City Council

UK3: Planned procurement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-007355

Procurement identifier (OCID): ocids-h6vhtk-04e843 ([view related notices](#))

Published 27 February 2025, 9:55am

Scope

Description

The alterations and improvements to Burslem School of Art (City Learning Trust)- will provide 24 places for Section 19 Children some whom may have Social Emotional and Mental Health (SEMH) Secondary education provision.

This will help meet current and future needs and demands, realise improved outcomes and deliver substantial cost savings.

Contract dates (estimated)

- 1 May 2025 to 8 September 2025
- 4 months, 8 days

Main procurement category

Works

CPV classifications

- 45453100 - Refurbishment work

Contract locations

- UKG23 - Stoke-on-Trent

Participation

This procurement is reserved for

- Suppliers from Staffordshire
- Small and medium-sized enterprises (SMEs) and voluntary, community and social enterprises (VCSEs)

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Publication date of tender notice (estimated)

28 February 2025

Enquiry deadline

27 March 2025, 11:59pm

Tender submission deadline

3 April 2025, 11:59pm

Electronic auction will be used

Yes

Award criteria

The tender evaluation is divided into two stages - the Procurement Supplier Questionnaire and the Award Stage evaluation, as detailed below.

The standard PSQ Evaluation pertains to the evaluation of Parts 2, 3 & 4 (Qualification Questionnaire) of the tender document. Your self declaration element of this selection stage will only be checked for the winning supplier before award, unless it is necessary to check at an earlier stage to ensure the proper conduct of the procedure.

There are a number of project specific selection stage questions which are deemed relevant and proportionate to this contract. To ensure proper conduct of the procedure they will be assessed prior to the second stage evaluation for all bidders.

PLEASE NOTE: With regards to the PSQ (Qualification Questionnaire) which relate to Parts 2, 3 and 4 it should be noted that you must achieve a PASS for each part of these evaluations in order for your tender to be compliant. A FAIL for 1 or more of these questions will result in your tender submission being disqualified.

The Award Stage Evaluation will be based on the tender award criteria Most Advantageous Tender (MAT). This pertains to the Technical Questionnaire Section of the tender document in respect of the qualitative evaluation and the Commercial Questionnaire section of the tender document in respect of the pricing evaluation.

Technical (Quality) Evaluation

The maximum MEAT score of 100 marks is broken down into 40 marks for the Technical (QUALITY) evaluation and 60 marks for the Commercial (Price) evaluation. Tenderers are required to complete the Technical and Commercial Questionnaire sections of the tender document accordingly.

The 40 marks available for the Technical (Quality) evaluation is further broken down into a number of sub- criteria as follows:

5 marks - Quality

5 marks - Programme timescale

5 marks - Value engineering

5 marks - Sub contractor management

5 marks - Health and safety

5 marks - Local business engagement

10 marks - Social Value

The score for each of the above technical criteria will be arrived at by applying the mechanism detailed below:

Scoring mechanism

Score 5 marks - where the evidence demonstrates that all of the tender requirements have been met. Response provided is excellent.

Score 4 marks - where the evidence demonstrates that most of the tender requirements have been met. Response provided is good.

Score 3 marks - where the evidence demonstrates that some of the tender requirements have been met. Response provided is satisfactory.

Score 2 marks - where the evidence demonstrates clear gaps in meeting the tender

requirements and is not comprehensive. Response provided is below average.

Score 1 mark - where the evidence demonstrates a significant flaw in meeting the tender requirements. Response provided is poor

Score 0 marks - where no information is provided for the relevant criteria.

Commercial evaluation

The 60 marks applicable to the Commercial (Price) evaluation will be calculated using the following formulae: $\text{Lowest total tender price} \div \text{bidders total tender price (ie the bid under consideration)} \times 60 = \text{marks awarded}$.

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Stoke on Trent City Council

- Public Procurement Organisation Number: PDQZ-1442-RZTZ

Civic Centre, Glebe Street

Stoke-on-Trent

ST4 1HH

United Kingdom

Email: categorymanagement@stoke.gov.uk

Region: UKG23 - Stoke-on-Trent

Organisation type: Public authority - sub-central government