

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/008021-2024>

Tender

## **Heritage at Holy Trinity, Hastings: Architectural Design Team**

Holy Trinity Hastings

F02: Contract notice

Notice identifier: 2024/S 000-008021

Procurement identifier (OCID): ocids-h6vhtk-04481a

Published 13 March 2024, 12:45pm

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

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

Holy Trinity Hastings

Robertson Street

Hastings

TN34 1HT

#### **Email**

[enquiries@focus-consultants.com](mailto:enquiries@focus-consultants.com)

#### **Telephone**

+44 7976596865

#### **Country**

United Kingdom

#### **NUTS code**

UKJ22 - East Sussex CC

**Internet address(es)**

Main address

<https://www.hthchurch.org/>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA43233](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA43233)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

[www.mytenders.co.uk](http://www.mytenders.co.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.mytenders.co.uk](http://www.mytenders.co.uk)

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

Other type

Parish Church

**I.5) Main activity**

Recreation, culture and religion

---

## **Section II: Object**

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

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

Heritage at Holy Trinity, Hastings: Architectural Design Team

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

- 71220000 - Architectural design services

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

Services

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

Restricted procurement process for an Architectural Design Team under one contract for a capital National Lottery Heritage Fund project at Grade II\* Holy Trinity church in Hastings.

Architectural Design Team including:

-Lead Designer / Architect including conservation architectural advice, preparation of the Conservation Management Plan and production of management and maintenance plan (Heritage Fund requirement)

-MEP/ Services Engineer

-Structural Engineer

-Principal Designer

-Access Consultant

-Lighting Designer

-Contract Administrator

We are currently inviting expressions of interest via the submission of the Standard Selection Questionnaire. Suppliers will be shortlisted based on the criteria set out in the SSQ. We will then invite five shortlisted suppliers to tender.

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

Value excluding VAT: £367,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 71220000 - Architectural design services
- 71312000 - Structural engineering consultancy services
- 71334000 - Mechanical and electrical engineering services

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

NUTS codes

- UKJ22 - East Sussex CC

Main site or place of performance

Holy Trinity Church, Robertson Street, Hastings, TN34 1HT

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

Restricted Process:

-1st Stage: Standard Selection Questionnaire (SSQ)

-2nd Stage: Tender

Suppliers are currently invited to express interest through the submission of a SSQ. We will shortlist to five suppliers and they will be issued with an Invitation To Tender.

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

Quality criterion - Name: Relevant experience of individuals in team (CVs) / Weighting: 20

Quality criterion - Name: Proposed Methodology / Weighting: 30

Quality criterion - Name: Social value - training of young people / Weighting: 10

Cost criterion - Name: Resources for RIBA 2 and 3 / Weighting: 10

Cost criterion - Name: % for RIBA 4-7 / Weighting: 15

Cost criterion - Name: Fixed price RIBA 2 and 3 / Weighting: 15

**II.2.6) Estimated value**

Value excluding VAT: £367,000

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

Start date

24 June 2024

End date

31 August 2028

This contract is subject to renewal

No

**II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Experience - 60%

Team Structure - 40%

**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

---

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

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

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

List and brief description of selection criteria

The minimum annual turnover required for this contract is GBP184,000pa which is two times the expected contract value.

##### **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**

Restricted 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

12 April 2024

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

24 April 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)

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

[https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=231549](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=231549).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.mytenders.co.uk/sitehelp/help\\_guides.aspx](https://www.mytenders.co.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:231549)

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

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

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>