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Tender

## **Guildhall Yard East - Architect**

City of London Corporation

F02: Contract notice

Notice identifier: 2024/S 000-010429

Procurement identifier (OCID): ocds-h6vhtk-044e96

Published 28 March 2024, 5:41pm

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

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

City of London Corporation

Guildhall

London

EC2P 2EJ

#### **Contact**

Jemma Borland

#### **Email**

[Jemma.Borland@cityoflondon.gov.uk](mailto:Jemma.Borland@cityoflondon.gov.uk)

#### **Telephone**

+44 2076063030

#### **Country**

United Kingdom

**Region code**

UKI - London

**Internet address(es)**

Main address

[www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk)

**I.3) Communication**

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

[www.capitalesourcing.com](http://www.capitalesourcing.com)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.capitalesourcing.com](http://www.capitalesourcing.com)

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

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## **Section II: Object**

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

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

Guildhall Yard East - Architect

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

- 71530000 - Construction consultancy services

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

Services

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

The City of London Corporation is the governing body of the City of London, the historic centre of London and home to much of the UK's financial sector - the "Square Mile". The Corporation is probably the world's oldest continuously elected democracy and predates Parliament.

The City, in collaboration with City of London Police (COLP) are undertaking a programme to modernise the police estate through a combination of new buildings and refurbishment of existing premises. CoLP currently occupy 4 floors of an existing City of London office building. A feasibility study was undertaken to determine the potential for accommodating a number of different police functions at that building and as a result it was determined that a full reconfiguration of the internal layout would likely be required in order to accommodate the requirements. Several design packages have already been progressed to RIBA 2, however elements of this design are incomplete and there is requirement for the appointed design team to review the existing information / design and provide appropriate advice / expertise as to what extent the current packages are progressed further to provide a complete RIBA 2 design before commencing the RIBA 3 (Detailed Design) stage.

All Individuals working on this project are required to have received their Non-Police Personal Vetting level 3 and Security Clearance or be in the process of obtaining the vetting from Warwickshire Police

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

Value excluding VAT: £28,000

#### **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
- 71530000 - Construction consultancy services

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

NUTS codes

- UKI4 - Inner London – East

Main site or place of performance

Guildhall Yard East

London EC2V 5AE

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

General Matters – Architect Appointment

- Act as Lead Designer during RIBA Stage 2-4, and then acting as the client monitoring agent post RIBA stage 4 to completion.
- It is anticipated that the Works will be procured on a Single Stage Design & Build, on RIBA Stage 4 Design Information.
- Advise on any fees for any additional deliverables/ requirements not included in your proposal.
- Your fee proposal will be evaluated with a 40% Commercial weighting, 45% Technical weighting and 15% Responsible Procurement.
- Please provide a resource schedule as part of your return.
- Provision of Resource Schedules and CVs with proposal.
- Provision of Hourly Rates.

The project programme is 131 weeks starting from April 2023 and ending in October

2026.

N.B. Please include a fee provision for continued support relating to the duration of the 12-month defects period.

The estimated construction value is 17.5 million.

The City will employ an Architect, Cost Consultant and Structural Engineer directly to aid the progression to RIBA stage 4.

N.B. - BSRIA Blue Book Regulations and Standards must be incorporated in the design process.

N.B. - A copy of the City's standard contract (D1) has been included. The contract has a hyperlink which will direct suppliers to the City's standard terms and conditions. Please have a look at these as any clarifications need to be made before submission of a bid.

Please include in your submission, initial advice on what extra specialist support this project might need. Please indicate if you have access to such services and if you have used them before.

Please note the City's internal Gateway process appendix A; At each stage in the project where an issue or design proposal must be approved by Committee, instruction to progress the project will not be possible until Committee approval is granted. This means that there could be a pause of up to four to eight weeks before a further instruction to progress the project can be issued. This should be considered into the fee proposal, programme and claims for further fees will not be entertained for any down time/ pause on progress or instruction relating to the Gateway governance process.

Appendix 1 – Tender Questions & Format

Appendix 2 – Programme.

The City is committed to all of its operational assets being net zero carbon emissions from its own operations by 2027 as such the proposals should be highly energy efficient with all remaining energy from on site or off-site renewable sources.

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

Quality criterion - Name: Technical / Weighting: 45

Quality criterion - Name: Commercial / Weighting: 40

Quality criterion - Name: Responsible Procurement / Weighting: 15

Price - Weighting: 40

**II.2.6) Estimated value**

Value excluding VAT: £280,000

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

Duration in months

30

This contract is subject to renewal

No

**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

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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

As stated in the procurement documents

#### **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.2.2) Contract performance conditions**

As stated in the procurement documents

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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

29 April 2024

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**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

28 March 2024

Local time

12:00pm



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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

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

This tendering exercise is being undertaken using the electronic tendering system 'capitalEsourcing' ([www.capitalesourcing.com](http://www.capitalesourcing.com)). Suppliers will need to register an interest on the system in order to participate and registration is free.

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

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

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

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

Cabinet Office

70 Whitehall

London

SW1A 2AS

Country

United Kingdom