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Tender

## **Register of Support Services Framework Agreement**

National Memorial Heritage Fund

F02: Contract notice

Notice identifier: 2023/S 000-012973

Procurement identifier (OCID): ocds-h6vhtk-03c6c7

Published 5 May 2023, 2:05pm

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

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

National Memorial Heritage Fund

4th Floor Cannon Bridge House, 25 Dowgate Hill

London

EC4 R 2YA

#### **Email**

[procurement@heritagefund.org.uk](mailto:procurement@heritagefund.org.uk)

#### **Telephone**

+44 2037874819

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.heritagefund.org.uk/>

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Library%2C-archives%2C-museums-and-other-cultural-services./UPM628VW76>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Library%2C-archives%2C-museums-and-other-cultural-services./UPM628VW76>

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

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

Body governed by public law

**I.5) Main activity**

Recreation, culture and religion

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## **Section II: Object**

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

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

Register of Support Services Framework Agreement

Reference number

NHMF 0325

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

- 92500000 - Library, archives, museums and other cultural services

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

Services

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

The National Memorial Heritage Fund (the Fund) is seeking to appoint suitably skilled and experienced consultants for our Register of Support Services Framework Agreement (RoSS). The Framework has 4 Lots as detailed below:

Lot 1 – Heritage & Culture Construction Project Management Consultant

Lot 2 – Business Development and Management Consultant

Lot 3 - Public Engagement with Heritage Consultant

Lot 4 – Natural Environment Consultant

The Fund provides grant funding to large, well-resourced and experienced organisations and other public bodies together with small voluntary/community groups with little or no experience of undertaking heritage projects.

This Framework is to be used by the Fund to commission consultants who can provide expert advice and support the assessment, mentoring and monitoring of projects.

This Framework will also be open to the Arts Council England (ACE) for them to use if required.

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

Value excluding VAT: £4,900,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots  
4

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Lot 1 – Heritage and Culture Construction Project Management

Lot 2 – Business Development and Management

Lot 3 – Public Engagement with Heritage

Lot 4 – Natural Environment

## **II.2) Description**

### **II.2.1) Title**

Heritage and Culture Construction Project Management

Lot No

1

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

- 92500000 - Library, archives, museums and other cultural services

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

NUTS codes

- UKN0 - Northern Ireland
- UKM5 - North Eastern Scotland
- UKL14 - South West Wales
- UKL2 - East Wales

- UKD - North West (England)
- UKL1 - West Wales and the Valleys
- UKC - North East (England)
- UKH - East of England
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKJ - South East (England)
- UKK - South West (England)
- UKM9 - Southern Scotland
- UKM7 - Eastern Scotland
- UKM8 - West Central Scotland

Main site or place of performance

Northern Ireland, North Eastern Scotland, South West Wales, East Wales, NORTH WEST (ENGLAND), West Wales and The Valleys, NORTH EAST (ENGLAND), EAST OF ENGLAND, EAST MIDLANDS (ENGLAND), WEST MIDLANDS (ENGLAND), SOUTH EAST (ENGLAND), SOUTH WEST (ENGLAND), Southern Scotland, Eastern Scotland, West Central Scotland

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

NHMF supports a wide variety of capital projects involving different types of heritage assets, landscapes and townscapes. Some of the areas we are expecting consultants to provide services in as part of this lot are:

Pre application advice to grantees

Expert advice to the Fund

Monitoring of projects

Mentoring Grantees

Influencing grantees, etc

Details of the full requirement under this Lot is provided in the specification document.

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

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

#### **II.2.6) Estimated value**

Value excluding VAT: £2,300,000

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

Start date

1 April 2024

End date

31 March 2028

This contract is subject to renewal

No

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

Envisaged minimum number: 15

Objective criteria for choosing the limited number of candidates:

As detailed in the tender documentation

#### **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

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

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/UPM628VW76>

## **II.2) Description**

### **II.2.1) Title**

Business Development and Management

Lot No

2

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

- 92500000 - Library, archives, museums and other cultural services

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

NUTS codes

- UKN0 - Northern Ireland
- UKM5 - North Eastern Scotland
- UKL14 - South West Wales
- UKL2 - East Wales
- UKD - North West (England)
- UKL1 - West Wales and the Valleys
- UKC - North East (England)
- UKH - East of England
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKJ - South East (England)

- UKK - South West (England)
- UKM9 - Southern Scotland
- UKM7 - Eastern Scotland
- UKM8 - West Central Scotland

Main site or place of performance

Northern Ireland, North Eastern Scotland, South West Wales, East Wales, NORTH WEST (ENGLAND), West Wales and The Valleys, NORTH EAST (ENGLAND), EAST OF ENGLAND, EAST MIDLANDS (ENGLAND), WEST MIDLANDS (ENGLAND), SOUTH EAST (ENGLAND), SOUTH WEST (ENGLAND), Southern Scotland, Eastern Scotland, West Central Scotland

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

NHMF supports a wide variety of heritage projects which aim to build organisational resilience and capacity either as the sole focus or as part of a wider investment in the organisations assets and / or activities. Consultants will be required to advise the Fund and monitor / mentor grantees in some of the areas below:

Pre application advice

Financial analysis

Enterprise development activities

Organisation capacity building

Business planning, etc

Details of the full requirement under this Lot is provided in the specification document.

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

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

#### **II.2.6) Estimated value**

Value excluding VAT: £700,000

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



Start date

1 April 2024

End date

31 March 2028

This contract is subject to renewal

No

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

Envisaged minimum number: 15

### **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

## **II.2) Description**

### **II.2.1) Title**

Public Engagement with Heritage

Lot No

3

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

- 92500000 - Library, archives, museums and other cultural services

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

NUTS codes

- UKN0 - Northern Ireland
- UKM5 - North Eastern Scotland
- UKL14 - South West Wales
- UKL2 - East Wales
- UKD - North West (England)
- UKL1 - West Wales and the Valleys
- UKC - North East (England)
- UKH - East of England
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKJ - South East (England)
- UKK - South West (England)
- UKM9 - Southern Scotland
- UKM7 - Eastern Scotland
- UKM8 - West Central Scotland

Main site or place of performance

Northern Ireland, North Eastern Scotland, South West Wales, East Wales, NORTH WEST (ENGLAND), West Wales and The Valleys, NORTH EAST (ENGLAND), EAST OF ENGLAND, EAST MIDLANDS (ENGLAND), WEST MIDLANDS (ENGLAND), SOUTH EAST (ENGLAND), SOUTH WEST (ENGLAND), Southern Scotland, Eastern Scotland, West Central Scotland

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

The NHMF supports a variety of heritage projects which engage in a broad range of ways with communities and the wider public. These projects focus on increasing access and diversifying audiences either as stand-alone initiatives or as an integrated element of a larger programme such as the redevelopment of a heritage asset.

Consultants will be required to provide monitoring, mentoring and advisory services, and will need to work and engage in a variety of heritage settings such as built heritage; natural heritage; industrial, transport or maritime heritage; museums, libraries and

archives; and intangible heritage or community heritage.

Consultants will be required to advise the Fund and monitor / mentor grantees in some of the areas below:

Pre application advice

Providing expert advice

Being a critical friend to grantees

Advising on approaches to engaging volunteers, etc

Details of the full requirement under this Lot is provided in the specification document.

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

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

#### **II.2.6) Estimated value**

Value excluding VAT: £1,000,000

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

Start date

1 April 2024

End date

31 March 2028

This contract is subject to renewal

No

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

Envisaged minimum number: 20

#### **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

## **II.2) Description**

### **II.2.1) Title**

Natural Environment Consultant

Lot No

4

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

- 92500000 - Library, archives, museums and other cultural services

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

NUTS codes

- UKN0 - Northern Ireland
- UKM5 - North Eastern Scotland
- UKL14 - South West Wales
- UKL2 - East Wales
- UKD - North West (England)
- UKL1 - West Wales and the Valleys
- UKC - North East (England)
- UKH - East of England
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKJ - South East (England)

- UKK - South West (England)
- UKM9 - Southern Scotland
- UKM7 - Eastern Scotland
- UKM8 - West Central Scotland

Main site or place of performance

Northern Ireland, North Eastern Scotland, South West Wales, East Wales, NORTH WEST (ENGLAND), West Wales and The Valleys, NORTH EAST (ENGLAND), EAST OF ENGLAND, EAST MIDLANDS (ENGLAND), WEST MIDLANDS (ENGLAND), SOUTH EAST (ENGLAND), SOUTH WEST (ENGLAND), Southern Scotland, Eastern Scotland, West Central Scotland

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

The NHMF supports a wide variety of heritage projects that benefit nature and the environment either as stand-alone initiatives or as part of larger initiatives involving different types of heritage assets, landscapes and natural environments.

Consultants will be required to provide monitoring, mentoring and advisory services relating to landscapes and natural heritage and will be expected to work and engage in more than one type of natural heritage: habitats, species, semi-natural landscapes, rewilding schemes, designed landscapes (including public parks), geodiversity, and marine and aquatic environments. Consultants will also need to understand the requirements/opportunities associated with different designations affecting the natural environment (AONBs, SSSI's and so on) across the UK. Consultants will be required to advise the Fund and monitor / mentor grantees in some of the areas below:

Pre application advice to grantees

The preparation and implementation of conservation planning documents and plans by Grantees

Nature-based solutions to deliver a variety of environmental benefits

Green finance opportunities and investment readiness including different financing models for the sector, etc

Details of the full requirement under this Lot is provided in the specification document.

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

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

**II.2.6) Estimated value**

Value excluding VAT: £900,000

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

Start date

1 April 2024

End date

31 March 2028

This contract is subject to renewal

No

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

Envisaged minimum number: 15

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

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

As stated in the procurement documents

#### **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

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

#### **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

19 June 2023

Local time

5:00pm

#### **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: 4 (from the date stated for receipt of tender)



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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

Electronic invoicing will be accepted

Electronic payment will be used

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

The contract period (term) will be from 1 April 2024 to 31 March 2028 inclusive. The Fund reserves the right to extend the Framework Agreement period by up to two years in exceptional circumstances.

To request to participate in this tender, interested organisations must complete and submit a SQD as detailed in this advert and via the Delta e-sourcing portal. The Fund will assess the SQDs to produce a shortlist of participants for each lot and invite participants to submit tenders for the relevant lot(s) for which they have pre-qualified.

Prior to the award of any framework, the Fund reserves the right at its discretion to re-assess the SQD tests to ensure that successful participants continue to meet the SQD criteria for the relevant lot(s)

for which they have been successful.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Library%2C-archives%2C-museums-and-other-cultural-services./UPM628VW76>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/UPM628VW76>

GO Reference: GO-202355-PRO-22814626

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

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

National Memorial Heritage Fund

4th Floor Cannon Bridge House, 25 Dowgate Hill

London

EC4 R 2YA

Country

United Kingdom

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

Chartered Institute of Arbitrators

12 Bloomsbury Square

London

WC1A 2LP

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

The Contracting Authority will incorporate a minimum 10 calendar day standstill period at the point

information on award of the framework agreement is communicated to participants