

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/022393-2022>

Tender

## **Dismantling and relocating Records shelving**

East Sussex County Council

F01: Prior information notice

Call for competition

Notice identifier: 2022/S 000-022393

Procurement identifier (OCID): ocids-h6vhtk-035ba6

Published 15 August 2022, 11:07am

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

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

East Sussex County Council

County Hall, St. Annes Crescent

LEWES

BN71UE

#### **Contact**

William Johnstone

#### **Email**

[william.johnstone@eastsussex.gov.uk](mailto:william.johnstone@eastsussex.gov.uk)

#### **Telephone**

+44 7701020239

#### **Country**

United Kingdom

**Region code**

UKJ22 - East Sussex CC

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

<http://www.eastsussex.gov.uk>

**I.3) Communication**

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

<http://www.sesharedservices.org.uk/esourcing>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.sesharedservices.org.uk/esourcing>

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**

Dismantling and relocating Records shelving

Reference number

ESCC 034919

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

- 39151100 - Racking

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

Supplies

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

ESCC are looking for a provider for the dismantle of all the current mobile and static shelving at Ropemaker Park, Hailsham, and either installation of the existing shelving, or provision and installation of new shelving into 14 Alder Close, Eastbourne.

The lease at Ropemaker Park, Hailsham is due to expire in the summer of 2023. The shelving provision is part of a project involving the relocation of the Records Management Service (RMS) to Alder Close. The new building is under conversion and is expected to be ready for shelving construction from December 2022.

The shelving was originally relocated to Ropemaker Park in 2012 from several locations and as a result is a mixture of different types of rolling and static racking. All existing shelving in the warehouse is expected to be ready for dismantle and preparation for steel recycling from November 2022.

The removal dates are not yet finalised, and contractors need to be able to offer some flexibility in order to fit into the schedule. Contractors should note in planning the work that if the existing shelving is to be relocated, it will be necessary to carry out the work in a phased approach with the removal company. The Records boxes will be removed from the shelves in phases and scanned to pallets so that sections of the shelving are taken down. This phased approach will be necessary to minimise disruption to the Records service.

During the dismantle of shelving at Ropemaker Park, the warehouse will be in use by East

Sussex County Council staff and the removal contractors. During the construction of shelving at Alder Close the warehouse will be in use by other building contractors, although the work will be undertaken in a different area of the warehouse. The Contractor must assess the risks and indicate how they will keep the site safe from potential hazards.

Prior to completion of the tender the contractor is invited to inspect the site locations:

? 14 Alder Close, Eastbourne, BN23 6QF - accessible to all suppliers at 10am on 22 August 2022. Please bring PPE; hard hat, high-vis, and steel toe boots recommended.

? Unit D, Ropemaker Park, Diplocks Way, Hailsham, BN27 3GU - accessible from 11.30am on 22 August 2022

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

This contract is divided into lots: No

### **II.2) Description**

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

- 39151100 - Racking

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

NUTS codes

- UKJ - South East (England)

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

Dismantling existing mobile and static shelving from Ropemaker Park Hailsham. Relocation and Installation of either dismantled existing shelving where possible or provision and installation of new shelving in Alder Close Eastbourne.

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

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

---

## **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: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of expressions of interest**

Date

16 August 2022

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

English

---

## **Section VI. Complementary information**

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

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

East Sussex County Council

Lewes

Country

United Kingdom