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Tender

## CUE & Butterfly House Decarbonisation

THE HORNIMAN PUBLIC MUSEUM AND PUBLIC PARK TRUST

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-028267

Procurement identifier (OCID): ocds-h6vhtk-052860

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## Scope

## Description

The Butterfly House and Centre for Understanding the Environment (CUE) are located within the wider Horniman Gardens site, which is a Grade II listed Park and Garden. The CUE was constructed in 1995 and was originally intended as a temporary structure with an expected lifespan of 20 years. The Butterfly House was constructed in 2016.

The Horniman wish to partner with a design and engineering supplier who will support the decarbonisation of the above listed buildings. Works include:

Design works in line with RIBA stages 3-6:

Main Designer role:

- developing the outline design.
- Determine the requirement on planning application and listed building consent.

- detailed design drawing package.
- prepare tender package and specifications for installation.
- evaluate tender package and monitor and report on the cost plan.
- appoint and manage the design team (M&E engineer, Structural engineer).
- coordinate with the design team.
- updating design while on site.
- coordinate design changes.

Project management and coordination:

- coordinating the design development approval between the design team, The Horniman team and Salix (distributors of Public Sector Decarbonisation Fund Phase 4).
- coordinating the works implementation & program between the museum team, the contractor and Salix.

Principal Designer under CDM and Building Regulations:

- Building control application preparation and submission.
- PD duties for both CDM and Building Regulations.
- PD duties for both CDM and Building Regs including the preparation and share of the Health and Safety File.
- Organise Building control visit and share information at key stages.

Contract Administrator (traditional route contract) or Employer's Agent (D&B contracts)

- responsible for administering the construction contract including (non- exhaustive list): drafting contract documents for execution, issuing instructions, considering claims for extension of time, issuing certificates interim certificates for payment, practical completion certificates, etc

## **Total value (estimated)**

- £150,000 excluding VAT
- £180,000 including VAT

Below the relevant threshold

## **Contract dates (estimated)**

- 11 August 2025 to 31 March 2028
- Possible extension to 31 March 2029
- 3 years, 7 months, 21 days

Description of possible extension:

Following practical completion of the installation works

## **Main procurement category**

Services

## **CPV classifications**

- 71000000 - Architectural, construction, engineering and inspection services

## **Contract locations**

- UKI - London

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## Participation

### Particular suitability

Small and medium-sized enterprises (SME)

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## Submission

### Enquiry deadline

23 June 2025, 11:59pm

### Tender submission deadline

3 July 2025, 12:00pm

### Submission address and any special instructions

For technical information and client requirements suppliers should email Beth Hodges ([bhodges@horniman.ac.uk](mailto:bhodges@horniman.ac.uk)) and Henry Stenning ([hstenning@horniman.ac.uk](mailto:hstenning@horniman.ac.uk)) to request WeTransfer links.

Tender submissions should be made electronically to Beth Hodges ([bhodges@horniman.ac.uk](mailto:bhodges@horniman.ac.uk)) and Henry Stenning ([hstenning@horniman.ac.uk](mailto:hstenning@horniman.ac.uk)).

## Tenders may be submitted electronically

No

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## Award criteria

Name	Type	Weighting
Price	Price	50%
Quality	Quality	50%

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## Procedure

### Procedure type

Below threshold - open competition

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## Documents

### Associated tender documents

[Horniman Tender upload.zip](#)

Horniman Decarbonisation of CUE and Butterfly House Tender Pack (Zip File)

Clarifications on the scope of the works may be asked by email to [bhodges@horniman.ac.uk](mailto:bhodges@horniman.ac.uk).

Find a Tender does not notify us of suppliers expressing interest. To be included on the clarification mailing list please email [bhodges@horniman.ac.uk](mailto:bhodges@horniman.ac.uk)

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## Contracting authority

### THE HORNIMAN PUBLIC MUSEUM AND PUBLIC PARK TRUST

- Companies House: 02456393
- Public Procurement Organisation Number: PZRB-3443-MXPW

100 London Road

London

SE23 3PQ

United Kingdom

Email: [bhodges@horniman.ac.uk](mailto:bhodges@horniman.ac.uk)

Website: <https://www.horniman.ac.uk/>

Region: UKI44 - Lewisham and Southwark

Organisation type: Public authority - central government