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Tender

Energy-saving, deep retrofit of a residential period property

WALTHAM FOREST CHURCHES NIGHT SHELTER-WFCNS LIMITED

F02: Contract notice

Notice identifier: 2023/S 000-029190

Procurement identifier (OCID): ocds-h6vhtk-0407ad

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Section I: Contracting authority

I.1) Name and addresses

WALTHAM FOREST CHURCHES NIGHT SHELTER-WFCNS LIMITED

740 Forest Road

LONDON

E173HR

Contact

Project Manager

Email

project@wfcbranches.org.uk

Telephone

+44 2085206363

Country

United Kingdom

Region code

UKI53 - Redbridge and Waltham Forest

Companies House

03844727

Internet address(es)

Main address

<https://wfcbranches.org.uk/>

I.3) Communication

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

<https://wfcbranches.sharepoint.com/:f:/s/TenderProcess/EpyM8N9xeZJPkiP-U2jLxk4BkKAPyJAVWAwlmRBHfuAeWw?e=UbEF4H>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://wfcbranches.sharepoint.com/:f:/s/TenderProcess/EpyM8N9xeZJPkiP-U2jLxk4BkKAPyJAVWAwlmRBHfuAeWw?e=UbEF4H>

I.4) Type of the contracting authority

Other type

Not for Profit

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Energy-saving, deep retrofit of a residential period property

Reference number

P001

II.1.2) Main CPV code

- 45000000 - Construction work

II.1.3) Type of contract

Works

II.1.4) Short description

This is an invitation to tender to contractors for an energy-improving deep retrofit of a property in the London Borough of Waltham Forest.

About the Client

Waltham Forest Churches Night Shelter Ltd is a charity providing accommodation for up to 18 months for single, homeless people in our 27-bed purpose-built hostel in Walthamstow, London E17. We support, encourage, and facilitate changes that people want to make in their lives.

WFCNS, through our "Stepping Stones" project, has recently purchased a 6-bedroom house in Leytonstone to provide second stage move-on accommodation for former hostel residents. The project is designed to further foster independent living.

Project Description

Comprehensive refurbishment including retrofitting the property to a high energy- standard to meet the LETI Climate Emergency Retrofit target in space heating demand of 50kWh/m2/year and an Airtightness of 1.0 ach@50Pa. The project is being analysed in Passive House Planning Package (PHPP) and so experience with Passivhaus retrofits would

be beneficial. The budget for the project is in the region of £550,000.

Procurement

The contract will be a RIBA Concise Building Contract 2018 with a Contractor Design element.

Programme of Works.

It is estimated that the programme of works will begin in January 2024 with a duration of 6 months. Works will include:

- Stripping out
- Rebuild of rear extension
- M&E system including MVHR and ASHP
- Re-wiring, plumbing & installation of new hot water cylinder & booster set.
- EWI and IWI, floor & eaves floor insulation
- Reglazing throughout
- Creation of through kitchen-reception & installation of laundry
- New installation of 6 ensuite bathrooms
- Fitted furniture in bedrooms
- Improving airtightness & testing before airtightness layer is covered up
- Drylining
- Painting & decorating throughout
- New floor and wall finishes
- New connection to main sewer
- Erection of outbuilding office including a toilet
- Installing fence panels in rear garden

Contractor Design elements include:

- Supply and install a garden room office including a toilet.
- Supply and install manually operated retractable 3.5mx3m awning on rear wall of extension above door at roof level
- PV Installation

Materials

It is the employers' intention to utilise the services of Construction industry Relief, Assistance And Support for the Homeless and Hospices' (CRASH) whose task will be to source various components and materials for incorporation in the works at substantially discounted costs made only available to such charity funded projects. The Contractor is, wherever possible, to incorporate any such substituted components and materials for those measured in these Bills that CRASH has successfully, identified. The tenderer is advised to price the material elements accordingly, as any savings achieved by CRASH will be for the benefit of the Employer only.

The successful tenderer will be asked to furnish a list of materials (including electrical and mechanical services items) required for the project priced at the rates which will be used to form the omissions Bill as envisaged above. The rates shall equate to the actual prices paid by the contractor (or subcontractor as appropriate) for the materials delivered to site.

Please include:

- Your contact information
- Business registration number
- Brief Company profile
- Statement of capability, including relevant experience and technical expertise (this can be in the form of case studies, photographs and energy-saving criteria achieved e.g. Passivhaus, Airtightness Tests etc
- Names of 3 Referees (and state whether any projects can be visited)
- Availability: are you able to start in January 2024? Availability of your workers
- Submit completed Schedule of Works
- Last 2 years accounts

II.1.5) Estimated total value

Value excluding VAT: £550,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 45000000 - Construction work

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

Waltham Forest Churches Night Shelter Ltd (WFCNS) is a charity providing accommodation for homeless people and is looking to procure a contractor to carry out a deep retrofit of an HMO licensed property in Leytonstone. The contractor will need to understand energy-saving retrofits, fabric upgrades and the importance of airtightness. The contractor requires an electrician and needs to be familiar with ASHP, MVHR and PV installations.

Contractors that have carried out AECB retrofit courses or are certified Passive House Tradespersons are encouraged to tender.

It is estimated that the programme of works will begin in January 2024 with a duration of 6 months. Works will include:

- Stripping out
- Rebuild of rear extension
- M&E systems including MVHR and ASHP and PVs - refer to M&E Specification
- Re-wiring, plumbing & installation of new hot water cylinder & booster set.
- EWI and IWI, floor & eaves floor insulation

- Reglazing throughout
- Creation of through kitchen-reception & installation of laundry
- Fit supplied kitchen.
- New installation of sanitaryware for 6no. ensuite bathrooms with heated towel rails
- Make and install fitted furniture in bedrooms.
- Improving airtightness & testing before airtightness layer is covered up by finishes.
- Improving acoustic separation at floors and walls
- Drylining
- Painting & decorating throughout.
- New floor and wall finishes
- New connection to main sewer
- Installing 2m high fence panels in rear garden

Contractor Design elements include:

- Supply and install a garden room office including a toilet.
- Supply and install manually operated retractable 3.5mx3m awning on rear wall of extension above door at roof level
- PV installation

II.2.5) Award criteria

Quality criterion - Name: Interview / Weighting: 20%

Quality criterion - Name: References / Weighting: 15%

Quality criterion - Name: Programme of Works / Weighting: 10%

Quality criterion - Name: Case Studies/Examples of Finished Works / Weighting: 15%

Cost criterion - Name: Cost / Weighting: 40%

II.2.6) Estimated value

Value excluding VAT: £550,000

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

Duration in months

6

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

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

Experienced contractor in refurbishment and retrofitting period property.

The contractor will need to understand energy-saving retrofits, fabric upgrades and the importance of airtightness. The contractor requires an electrician and needs to be familiar with ASHP, MVHR and PV installations.

Contractors that have carried out AECB retrofit courses or are certified Passive House Tradespersons are encouraged to tender.

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

List and brief description of selection criteria

- Price/Quality:40%-60%
- Prior experience of refurbishment and retrofitting projects
- Financial standing (require 2 years annual accounts)
- Awards
- Interview
- References

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

LETI retrofit standard: heating demand of 50kWh/m²/year and an Airtightness of 1.0 ach@50Pa.

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

Open 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

30 October 2023

Local time

1:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

30 October 2023

Local time

2:00pm

Place

740 Forest Road, Walthamstow, London E17 3HR

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

WFCNS Ltd

740 Forest Road

London

E17 3HR

Email

project@wfcbranches.org.uk

Country

United Kingdom

Internet address

<https://wfcbranches.org.uk/>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The tender review period will run from 30 October to 24 November, during which time an

interview date will be set. Interviews will be conducted on Thursday 9 November.