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Tender

Sheffield Covid Memorial brief

Sheffield Museums Trust

F02: Contract notice

Notice identifier: 2022/S 000-029700

Procurement identifier (OCID): ocds-h6vhtk-0377b0

Published 21 October 2022, 10:11am

Section I: Contracting authority

I.1) Name and addresses

Sheffield Museums Trust

Leader House, Surrey Street

Sheffield

S1 2LH

Contact

Janet Jennings

Email

visualart@sheffieldmuseums.org.uk

Telephone

+44 1142782600

Fax

+44 1142782660

Country

United Kingdom

NUTS code

UKE32 - Sheffield

Internet address(es)

Main address

<http://www.museums-sheffield.org.uk/>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA31889

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://bit.ly/sheffieldcovidmemorial>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.museums-sheffield.org.uk

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

Recreation, culture and religion

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Sheffield Covid Memorial brief

II.1.2) Main CPV code

- 92000000 - Recreational, cultural and sporting services

II.1.3) Type of contract

Services

II.1.4) Short description

Sheffield Museums is working with Sheffield City Council to appoint an artist to design and construct a Covid Memorial within Sheffield's city centre. The engagement, involvement and ownership of the memorial by the people of Sheffield is a fundamental part of this project and we are particularly looking for an artist with experience of working with under-represented communities to create work in the public realm.

The memorial will be sited within Balm Green Gardens in Sheffield City Centre. It will become a focal point to mark Sheffield's experience of Covid and a place where people come to remember loved ones and reflect on the help and support of services, community, neighbours, friends, and family. The memorial will be a lasting testimony to the city's experience - celebrating small acts of kindness, supporting positive change and remembering those we have lost.

Sheffield City Council anticipate that the memorial will be in place for the third national commemoration of the pandemic on the 23rd March 2023. The successful artist will be able to develop and install the work within this timescale and will be required to engage with a wide range of stakeholders until September 2023. The selection process will be facilitated by Sheffield Museums on behalf of Sheffield City Council. Once appointed, the artist will be contracted to Sheffield City Council.

II.1.5) Estimated total value

Value excluding VAT: £140,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKE32 - Sheffield

Main site or place of performance

Sheffield City Centre

II.2.4) Description of the procurement

Sheffield Museums is working with Sheffield City Council to appoint an artist to design and construct a Covid Memorial within Sheffield's city centre. The engagement, involvement and ownership of the memorial by the people of Sheffield is a fundamental part of this project and we are particularly looking for an artist with experience of working with under-represented communities to create work in the public realm.

The memorial will be sited within Balm Green Gardens in Sheffield City Centre. It will become a focal point to mark Sheffield's experience of Covid and a place where people come to remember loved ones and reflect on the help and support of services, community, neighbours, friends, and family. The memorial will be a lasting testimony to the city's experience - celebrating small acts of kindness, supporting positive change and remembering those we have lost.

It is anticipated that the memorial will be in place for the third national commemoration of the pandemic on the 23rd March 2023. The successful artist will be able to develop and install the work within this timescale and will be required to engage with a wide range of stakeholders until September 2023.

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: £140,000

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

Start date

25 November 2022

End date

30 September 2023

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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.2.3) 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: Yes

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

21 November 2022

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

Tender must be valid until: 29 September 2023

IV.2.7) Conditions for opening of tenders

Date

21 November 2022

Local time

1:00pm

Place

Sheffield Museums Trust, Leader House, Surrey Street, Sheffield, S1 2LH

Information about authorised persons and opening procedure

Janet Jennings, SMT

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 payment will be used

VI.3) Additional information

(MT Ref:227730)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>

VI.4.2) Body responsible for mediation procedures

Sheffield Museums

Leader House

Sheffield

S1 2LH

Email

visualart@sheffieldmuseums.org.uk

Telephone

+44 01142782600

Country

United Kingdom

Internet address

www.museums-sheffield.org.uk

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Tender review and selection will take place w/c 21 November 2022

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

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