

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/035606-2023>

Tender

## **SBC 1123 Provision of Architectural services for local plan site H04**

Stevenage Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-035606

Procurement identifier (OCID): ocids-h6vhtk-04214e

Published 4 December 2023, 10:33am

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

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

Stevenage Borough Council

Daneshill House, Danestreet,

Stevenage

SG1 1HN

#### **Contact**

Corporate Procurement

#### **Email**

[procurement@stevenage.gov.uk](mailto:procurement@stevenage.gov.uk)

#### **Telephone**

+44 1438242775

#### **Country**

United Kingdom

**NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

[www.stevenage.gov.uk](http://www.stevenage.gov.uk)

Buyer's address

[www.supplyhertfordshire.uk](http://www.supplyhertfordshire.uk)

**I.3) Communication**

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

<https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home>

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**

SBC 1123 Provision of Architectural services for local plan site H04

Reference number

CCD01223

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

- 71200000 - Architectural and related services

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

Services

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

Stevenage Borough Council (the 'Council') is currently out to procurement for the provision of Architectural services for local plan site H04. Further information in regards to this opportunity can be found in II.2.4) Description of the procurement field (FaTs Contract Notice refers). Organisations wishing to take part in this project are invited to "express interest" which will give access to the full procurement documents in the e-tendering system. Please see VI.3) Additional information for further information. Any questions relating to this procurement must be made via the correspondence area in the e-Tendering system, in accordance with the procurement documents and can be addressed to the main contact as shown in the details above.

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

Value excluding VAT: £350,000

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

This contract is divided into lots: No

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

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

- 71000000 - Architectural, construction, engineering and inspection services

**II.2.3) Place of performance**

NUTS codes

- UKH23 - Hertfordshire

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

The Council is seeking to appoint a contractor to masterplan the Local Plan site HO4 in the South of Stevenage. The successful tenderer will design a policy compliant scheme with a view to achieving outline Planning Consent at the site. The successful contractor will be required to consider provision of retail, and community assets in the site as part of the wider master planning assessment. The site has been assessed to be able to accommodate upwards of 400 homes. The successful tenderer will need to consider making best use of the site to deliver maximum values at the site. The contractor will also need to provide a cost estimate for the full list of surveys and assessments which will be required in order to achieve Planning, and will be responsible for the appointment of those contractors. The Council has aspirations to be the principal developer for up to 10% of the site (locations to be determined), including an affordable element. It therefore seeks a price to achieve a detailed Planning decision on a proportion of the site. The estimated total value of the Contract is stated in II.1.5) of this notice. Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands. Organisations should be aware that due to the nature of the Services provided, any Contract formed as a result of this procurement process shall be executed as a deed. Organisations should seek independent legal advice on the implications of this prior to submitting their bid, where appropriate.

**II.2.5) Award criteria**

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

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

Duration in months

36

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.1.1) 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.2.2) Contract performance conditions**

as stated in the procurement documents

---

## **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

17 January 2024

Local time

12:00pm

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

17 January 2024

Local time

12:00pm

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Electronic invoicing will be accepted

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

Stevenage Borough Council reserves the right to cancel the procurement and not to proceed with the long term contracts at any stage of the procurement process. Stevenage Borough Council also reserves the right not to award a contract. Neither Stevenage Borough Council nor any person on whose behalf of whom this procurement is undertaken is to be liable for any costs incurred by those expressing an interest or tendering for these contracts. The Council reserves the right to carry out additional financial checks on all companies tendering for this Contract at any time during the procurement process, to ensure that they continue to meet the Council's requirements and remain financially viable to perform the Contract. To access this procurement opportunity please [visit www.supplyhertfordshire.uk](http://www.supplyhertfordshire.uk) and follow the on-screen guidance. Any clarifications regarding this opportunity must be raised through the Correspondence area in the eTendering system. If you are experiencing problems with the eTendering system, In-Tend offer a help section which includes a dedicated UK Support Desk which can be contacted via email: [support@in-tend.com](mailto:support@in-tend.com) or telephone +441144070065 for any website /technical questions, Monday to Friday 8:30 - 17:30. The Council undertakes to hold confidential any information provided in the proposal submitted, subject to the Council's obligations under the law, including the Freedom of Information Act 2000. If the potential supplier considers that any of the information submitted in the proposal should not be disclosed because of its commercial sensitivity or for reasons of confidentiality, then this should be stated with the reason for considering it sensitive. The Council will then endeavour to consult with the potential supplier about such commercially sensitive or confidential information when considering any request received under the Freedom of Information Act 2000 before replying to such a request, but the decision of the Council in deciding whether an exemption applies is final. Please note the deadline for return and allow sufficient time to make your return as late returns will not be permitted.

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

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

High court

London

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for lodging appeals: The Contracting Authority will incorporate a minimum 10 calendar day (when using electronic means) standstill period at the point information on the award of the Contract is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a Contract before a contract is executed/signed (as appropriate). The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly and within the time limits as defined in the above regulations. Where a Contract has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the Contract has been entered into the court has the options to award damages and/or to shorten or order the Contract ineffective.