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Contract

## **Suffolk Retrofit Assessment Voucher Scheme**

Suffolk County Council

F03: Contract award notice

Notice identifier: 2024/S 000-036846

Procurement identifier (OCID): ocds-h6vhtk-045a7e

Published 14 November 2024, 12:44pm

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

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

Suffolk County Council

Endeavour House, Russell Road

IPSWICH

IP1 2BX

#### **Email**

[Juliette.Orsler@suffolk.gov.uk](mailto:Juliette.Orsler@suffolk.gov.uk)

#### **Telephone**

+44 1473264852

#### **Country**

United Kingdom

## **NUTS code**

UKH14 - Suffolk

## **Internet address(es)**

Main address

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

## **I.4) Type of the contracting authority**

Regional or local authority

## **I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Suffolk Retrofit Assessment Voucher Scheme

Reference number

CD1430

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

- 71315300 - Building surveying services

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

Services

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

On behalf of the Suffolk Climate Emergency Programme (SCEP), Suffolk County Council

(SCC) has awarded a contract to design and deliver a retrofit assessment scheme. Procurement Policy Note 09/21 requires us to calculate the value of contracts inclusive of VAT, however we can advertise them exclusive of VAT. The advertised value here is £240,000 (exclusive of VAT) for the initial 18 month term, with an optional extension of 18 months value of £240,000. Total contract value (including extension period) is £480,000.

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

This contract is divided into lots: No

### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £480,000

## **II.2) Description**

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

- 71315300 - Building surveying services
- 71251000 - Architectural and building-surveying services
- 71314300 - Energy-efficiency consultancy services

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

NUTS codes

- UKH14 - Suffolk

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

On behalf of the Suffolk Climate Emergency Programme (SCEP), Suffolk County Council (SCC) has awarded a contract to design and deliver a retrofit assessment scheme. Suffolk County Council's requirement is for a provider who can deliver the full programme management of the retrofit assessment voucher scheme. The contract (the drawdown of the retrofit assessment vouchers) will be delivered over an 18-month period (subject to extension). The scheme will be targeted at homeowners across the whole of Suffolk (all 5 Local Authorities – Babergh, East Suffolk, Ipswich, Mid Suffolk, West Suffolk). The scope of the contract will cover the following: • The Service Provider will lead on formulating, running and promoting a marketing campaign to ensure that there is strong take-up of the voucher scheme by different demographics across Suffolk. • Carrying out Retrofit assessments to PAS 2035. • The Service Provider will assist homeowners by offering practical advice on how to

proceed with implementing the measures outlined in the assessment reports and providing guidance on grant funding (where applicable). • The Service Provider will signpost homeowners to other Council initiatives concerning retrofitting, such as the Suffolk Retrofit Loan Scheme.

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

Quality criterion - Name: Quality / Weighting: 70

Cost criterion - Name: Commercial / Weighting: 30

### **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

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-021829](#)

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## **Section V. Award of contract**

### **Contract No**

1

### **Title**

Suffolk Retrofit Voucher Scheme

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

18 September 2024

#### **V.2.2) Information about tenders**

Number of tenders received: 7

Number of tenders received from SMEs: 6

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 7

Number of tenders received by electronic means: 7

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Reed in Partnership Limited

London

WC2A 1DT

Country

United Kingdom

NUTS code

- UKI - London

National registration number

00851645

The contractor is an SME

No

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £240,000

Total value of the contract/lot: £240,000

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## **Section VI. Complementary information**

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

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

Suffolk County Council

Endeavour House, 8 Russell Road Ipswich

Ipswich

IP1 2BX

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

Suffolk County Council incorporates a minimum 10 calendar day standstill period from the point at which information on the award of contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into. If an appeal regarding the award of contract has not been successfully resolved: The Public Contracts Regulations 2015 as amended 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)