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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

Telephone

+44 1473264852

Country

United Kingdom

NUTS code

UKH14 - Suffolk

Internet address(es)

Main address

www.suffolksourcing.uk

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

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

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](#)

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

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)