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Tender

## **Exhibition Design Specialist - Accrington Market Chambers**

HYNDBURN BOROUGH COUNCIL

F02: Contract notice

Notice identifier: 2024/S 000-037268

Procurement identifier (OCID): ocids-h6vhtk-04bcaf

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

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

HYNDBURN BOROUGH COUNCIL

Willows Lane

ACCRINGTON

BB50RT

#### **Contact**

Daisy Pepper

#### **Email**

[Daisy.Pepper@uk.rlb.com](mailto:Daisy.Pepper@uk.rlb.com)

#### **Telephone**

+44 7469379577

#### **Country**

United Kingdom

**Region code**

UKD46 - East Lancashire

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

<https://www.hyndburnbc.gov.uk/>

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<https://accringtontownsquare.com/accrington-town-square-projects/market-chambers/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://accringtontownsquare.com/accrington-town-square-projects/market-chambers/>

**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**

Exhibition Design Specialist - Accrington Market Chambers

Reference number

NLHF/EDS

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

- 79415200 - Design consultancy services

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

Services

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

Hyndburn Borough Council (HBC) is currently in the Development Phase of a round 1 application to the National Lottery Heritage Fund which will focus on the redevelopment the listed Accrington Market Chambers (AMC) to create a new Heritage Museum, with the community, for the community.

HBC wishes to appoint a suitably qualified and highly experienced Exhibition Design Specialist (EDS) to work with the Architect-Led Design Team, Interpretation Planner, Project Manager and Cost Consultant on the Pre-development, Development, and Delivery Phases - RIBA 2 to RIBA 6. This shall be in accordance with the RIBA Plan of Work 2020. RIBA Stage 1 design has been completed.

The firm appointed to this EDS role will be managed by HBC as Project Manager. There will be a primary point of contact in the EDS to ensure effective communication with the Project Manager. Other key roles are the Architect-Led Design Team and the Interpretation Planner.

The deliverables for the project are:

- All surveys necessary to establish full scope of works. Costs of surveys will be allocated to a separate budget pot.
- A 3D model of the building (requirement TBC) for use in the design, cost management and build process.

- Detailed designs up to and including RIBA Stage 5 (Construction) for all design activities and disciplines, including on responses to Contractor design queries, materials approvals, and provision of information for effective contract administration.
- Contribution to fully itemised Cost Plans for the Capital Works and production of relevant procurement documents.
- Contribution to National Lottery Heritage Fund Delivery (Round 2) grant applications; experience of a National Lottery Heritage Fund capital project is required.
- Assistance in procurement of Principal Contractor and delivery of Capital Works project.
- A Management & Maintenance Plan Evaluation of the project on completion. Contribute to relevant post-completion activities, such as production of operation and maintenance manuals, lessons learnt exercises, community events, and so on.
- Technical Advisor / Clerk of works / NEC Supervisor during RIBA 5 (dependent on main works contract chosen. Contract type TBC).

Subject to satisfactory performance and funding being secured for the Delivery Phase, the EDS may also be commissioned, through this same tender process, to work with the Project Manager and Cost Consultant to deliver the implementation of all building works, including service installations from initial concepts through to completion and handover.

Application instructions included in the attachments.

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

Value excluding VAT: £385,000

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

This contract is divided into lots: No

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

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

- 79930000 - Specialty design services
- 92500000 - Library, archives, museums and other cultural services

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

NUTS codes

- UKD - North West (England)

Main site or place of performance

Accrington Market Chambers

BB5 1JJ

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

Further details included in the tender documents.

#### **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**

Start date

24 February 2025

End date

3 December 2027

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

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## **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

A suitably qualified and highly experienced Exhibition Design Specialist (EDS) to work with the Architect-Led Design Team, Interpretation Planner, Activity Planner, Project Manager and Cost Consultant on the Pre-development, Development, and Delivery Phases - RIBA 2 to RIBA 6. Must have conservation and heritage experience.

#### **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

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

Date

20 December 2024

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**

Duration in months: 6 (from the date stated for receipt of tender)

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

Date

20 December 2024

Local time

1:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

Public Procurement Review Service (PPRS)

Greater Manchester

Country

United Kingdom