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Tender

Municipal Building: Design element for the cultural and creative transformation works to the Passmore Edwards Building, Falmouth

Falmouth Town Council

UK4: Tender notice - Procurement Act 2023 - view information about notice types

Notice identifier: 2025/S 000-044051

Procurement identifier (OCID): ocds-h6vhtk-056880

Published 29 July 2025, 7:41pm

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Scope

Reference

02(07/25)

Description

The Council invites response to this Invitation to Tender (ITT) from suitably qualified suppliers ("Suppliers") for the provision of a professional services design team for design services to overhaul the Passmore Edwards Municipal Building.

It should be noted that work consist of the following:

a) Internal works to redesign the internal gallery space (see brief). Initially this is to undertake RIBA Stages 0-2 which will inform a submission for funding. If approved, there

will be a second phase RIBA 3-4. The final stage RIBA Stages 5-6 will also be dependent on external funding applications.

- b) The external works are at RIBA Stage 3 and have both Listed Building Consent and planning permission.
- c) With the above exception for the external works, where the appointed professional services design team will be required to undertake RIBA stages 3 onwards, for all other aspects of the work they will be required to provide the professional services to undertake all the relevant tasks through the RIBA stages, including surveys, technical studies, business planning and the design of a practical and economically viable solutions through to contract administration.

Total value (estimated)

- £867,000 excluding VAT
- £1,040,400 including VAT

Above the relevant threshold

Contract dates (estimated)

- 29 September 2025 to 31 December 2025
- Possible extension to 17 September 2029
- 3 years, 11 months, 19 days

Description of possible extension:

Based on performance of contract, achieving of milestones and continuation of funding.

Options

The right to additional purchases while the contract is valid.

Services as scoped out in the Tender documents.

Main procurement category

Services

CPV classifications

- 71200000 Architectural and related services
- 71300000 Engineering services
- 71410000 Urban planning services
- 71510000 Site-investigation services
- 71520000 Construction supervision services
- 71530000 Construction consultancy services
- 71540000 Construction management services
- 71600000 Technical testing, analysis and consultancy services

Contract locations

• UKK30 - Cornwall and Isles of Scilly

Participation

Legal and financial capacity conditions of participation

Please refer to tender documents

Technical ability conditions of participation

Please refer to tender documents

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

18 August 2025, 11:59pm

Tender submission deadline

29 August 2025, 12:00pm

Submission address and any special instructions

Tenders to be submitted by email to:

procurement@falmouthtowncouncil.com

Tenders may be submitted electronically

No

Languages that may be used for submission

English

Award decision date (estimated)

16 September 2025

Award criteria

Name	Description	Type	Weighting
Quality	Sub Criteria: Understanding the 40% Sub Criteria: Design Team 25% Criteria: Delivery Method and Programme 20% S Criteria: Partnering Collaboration 15% Please refer to tend	The Sub Sub and	60%
Price	Sub-Criteria - Stag & 2 (Fixed Price) - Internal works only 30% Sub-Criteria - Stage 3 to 7 (Base estimated construct price) 70% Please to tender documentation	d on tion	30%
Social Value	Social Value Quality Considerations (100%) Please refer to tender documentation		10%

Other information **Payment terms** Please refer to tender documents **Description of risks to contract performance** Please refer to tender documents Conflicts assessment prepared/revised Yes **Procedure Procedure type** Open procedure

Documents

Associated tender documents

Above Threshold-ITT-Part A-Open Instruction_vFinal_29.07.25.pdf

Above Threshold-ITT-Part A-Open Instruction_vFinal_29.07.25

Above Threshold-ITT-Part B-Open Response vFinal 29.07.25.docx

Above Threshold-ITT-Part B-Open Response_vFinal_29.07.25

Appendix 1 - Design brief RIBA 0 7 Municipal 2025 07 29 FINAL.pdf

Appendix 1 - Design brief RIBA 0_7 Municipal 2025_07_29 FINAL

Appendix 2 - RIBA Stages Summary.pdf

Appendix 2 - RIBA Stages Summary

Appendix 3 - Key Contract Conditions.docx

Appendix 3 - Key Contract Conditions

Appendix 4 - Asbestos Report MB FF RTP sept 2016.pdf

Appendix 4 - Asbestos Report MB FF RTP sept 2016

Appendix 4(a) Asbestos survey 2009.pdf

Appendix 4(a) Asbestos survey 2009

Appendix 5 - Falmouth Municipal Building Heritage Statement.pdf

Appendix 5 - Falmouth Municipal Building Heritage Statement

Appendix 6 Building Survey - Municipal Building, Falmouth Appendices-1.2.pdf

Appendix 6 Building Survey - Municipal Building, Falmouth Appendices-1.2

Appendix 7 - Passmore Edwards, Falmouth OCE October 24.pdf

Appendix 7 - Passmore Edwards, Falmouth OCE October 24

Appendix 8 - Cost Plan June 2025 - MEND Plus 6%.xlsx

Appendix 8 - Cost Plan June 2025 - MEND Plus 6%

P_0.1 - Dwg Falmouth library site plan.pdf

P_0.1 - Dwg Falmouth library site plan

P240045 - 200 Location & Site Plans.pdf

P240045 - 200 Location & Site Plans

P240045 - 201 Municipal Building Existing Ground & Mezzanine Floor Plans.pdf

P240045 - 201 Municipal Building Existing Ground & Mezzanine Floor Plans

P240045 - 202 Municipal Building Existing First Floor & Roof Plans.pdf

P240045 - 202 Municipal Building Existing First Floor & Roof Plans

P240045 - 203 Municipal Building Existing Elevations.pdf

P240045 - 203 Municipal Building Existing Elevations

Price Schedule 1 29.07.25.xlsx

Price Schedule 1_29.07.25

Clarification Log_v0.1.xlsx

Clarifications will be published against the Tender Notice on Find a Tender.

If interested in tendering for this project please ensure you add a "watch this notice" for alerts as from time to time additional information or clarifications may be published related to this tender.

It will be the responsibility of Bidders to ensure they are aware of all published clarifications and ensure that their bid has taken these into account.

In the event of any queries please contact:

procurement@falmouthtowncouncil.com

Contracting authority

Falmouth Town Council

• Public Procurement Organisation Number: PHJR-4374-DDHW

The Old Post Office

Falmouth

TR11 3QA

United Kingdom

Email: procurement@falmouthtowncouncil.com

Website: https://www.falmouthtowncouncil.co.uk/

Region: UKK30 - Cornwall and Isles of Scilly

Organisation type: Public authority - sub-central government