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Tender

## **Minor works contract for provision of 2 No. accessible rooms in Halls**

THE UNIVERSITY OF CHICHESTER

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-050942

Procurement identifier (OCID): ocds-h6vhtk-056385 ([view related notices](#))

Published 22 August 2025, 3:11pm

### **Changes to notice**

This notice has been edited. The [previous version](#) is still available.

We have extended the deadline for submission to 9am on 1st September 2025.

### **Scope**

### **Reference**

TND-0001133

## Description

The University of Chichester is looking to appoint a competent contractor to undertake Alterations "Chilgrove hall ground floor Flats7 and Flat 8" to provide 2No.accessible flats. This is to replicate the arrangement on the top floor of adjacent Amberley Hall. The work also included minor amendment to the kitchen serving each flat. at its Bishop Otter Campus in Chichester comprising:

The overall scope of works is shown in the attached drawings (Appendix 1)

A JCT Minor works building contract is to be let for this work.

The successful contractor will be expected to perform the duties and be appointed Principal Contractor under the Construction Design and Management Regulations 2015.

Update - As a contract clause, we require LADs to be calculated at £170 per day.

Full details of our requirements are available in the tender documents.

All tender documents, Questions and Answers are open to all bidders. Please send your completed submission to the University by the closing date of 26 August 2025 at 09:00am, to [tenders@chi.ac.uk](mailto:tenders@chi.ac.uk).

Please note, we do not accept submissions via file transfer sites. [tenders@chi.ac.uk](mailto:tenders@chi.ac.uk) accepts emails and attachments of up to 35MB and it is acceptable to submit in more than one email.

## Total value (estimated)

- £80,000 including VAT

Below the relevant threshold

## Contract dates (estimated)

- 1 October 2025 to 30 September 2026
- 1 year

## **Main procurement category**

Works

## **CPV classifications**

- 45000000 - Construction work

## **Contract locations**

- UKJ27 - West Sussex (South West)

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## **Participation**

### **This procurement is reserved for**

UK suppliers

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

19 August 2025, 4:00pm

## Tender submission deadline

1 September 2025, 9:00am

## Submission address and any special instructions

The tender document and any supporting documents should be submitted to [tenders@chi.ac.uk](mailto:tenders@chi.ac.uk).

Full details are available at <https://help.chi.ac.uk/tenders>

## Tenders may be submitted electronically

Yes

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## Award criteria

Name	Description	Type	Weighting
Coherence and clarity in meeting the University's requirements (including organisational experience and capability)	Sub-criteria Team Offer/ Capabilities 5% Case Studies/ Previous Project Experience 10% Approach & Delivery 20% Presentation 15%	Quality	50%
Commercial Offer	Sub-criteria Team Offer/ Capabilities 5% Case Studies/ Previous Project Experience 10% Approach & Delivery 20% Presentation 15%	Price	40%

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<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Environmental and Sustainability performance	Sub-criteria Team Offer/ Capabilities 5% Case Studies/ Previous Project Experience 10% Approach & Delivery 20% Presentation 15%	Quality	5%
Corporate Social Responsibility and Social Value	Sub-criteria Team Offer/ Capabilities 5% Case Studies/ Previous Project Experience 10% Approach & Delivery 20% Presentation 15%	Quality	5%

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## Procedure

### Procedure type

Below threshold - open competition

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## Documents

### Associated tender documents

[Halls Accessible Room Conversions - Tender Document.docx](#)

This document describes the requirement and provides a standard format for responses. All details for contacting the university and for submission are contained within this document.

The document and any subsequently published Q&A will be available at

<https://help.chi.ac.uk/tenders>

[Appendix 1 - Chilgrove Pricing Schedule.xls](#)

Appendix 1 - Pricing Schedule

[Appendix 2.pdf](#)

Appendix 2 -

C54-25-01 EXISTING

C54-25-02 PROPOSED

C54-25-03 SITE PLAN

[Appendix 3 - Photographic Survey.docx](#)

Appendix 3 - Photographic Survey

[Appendix 4.pdf](#)

Appendix 4 -

34254 - 1 and 2

34254 - GA 1

34254 - GA 2

[Appendix 5 - PCI.docx](#)

Appendix 5 - Pre-Construction Information

[Appendix 6 - Pre-Qualification Questionnaire.docx](#)

Constructor Questionnaire

**Technical specifications to be met**

<https://help.chi.ac.uk/tenders>

All documents and any Q&A will be available here

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**Contracting authority**

**THE UNIVERSITY OF CHICHESTER**

- Companies House: 04740553
- Public Procurement Organisation Number: PPPG-3697-WRBH

Bishop Otter Campus

Chichester

PO19 6PE

United Kingdom

Email: [tenders@chi.ac.uk](mailto:tenders@chi.ac.uk)

Region: UKJ27 - West Sussex (South West)

Organisation type: Public authority - sub-central government