

20 Manvers Street - Bath - Architectural Services



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E-mail: ojs@publications.europa.eu Info & on-line forms: <http://simap.europa.eu>**CONTRACT NOTICE****SECTION I: CONTRACTING AUTHORITY****I.1) NAME, ADDRESSES AND CONTACT POINT(S)**

Official name: [Wolverhampton City Council as administering authority for the West Midlands Pension Fund](#)

Postal address: [West Midlands Pension Fund 5th Floor, Mander House Mander Centre Wolverhampton](#)

Town: [Wolverhampton](#)

Postal code: [WV1 3NB](#)

Country: [United Kingdom](#)

Contact point(s): [Investments Division, West Midlands Pension Fund](#)

Telephone: [+44 1902552089](#)

For the attention of: [Mike Hardwick](#)

Email: mhardwick@bloomberg.net

Fax:

Internet address(es) (if applicable)

General address of the contracting authority (URL): <http://www.wolverhampton.gov.uk/>

Address of the buyer profile (URL):

Further information can be obtained at:

- As in above-mentioned contact point(s)
 Other: please complete Annex A.I

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at:

- As in above-mentioned contact point(s)
 Other: please complete Annex A.II

Tenders or requests to participate must be sent to:

- As in above-mentioned contact point(s)
 Other: please complete Annex A.III

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I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES

- | | |
|--|--|
| <input type="radio"/> Ministry or any other national or federal authority, including their regional or local sub-divisions | <input checked="" type="radio"/> General public services |
| <input type="radio"/> National or federal agency/office | <input type="radio"/> Defence |
| <input checked="" type="radio"/> Regional or local authority | <input type="radio"/> Public order and safety |
| <input type="radio"/> Regional or local agency/office | <input type="radio"/> Environment |
| <input type="radio"/> Body governed by public law | <input type="radio"/> Economic and financial affairs |
| <input type="radio"/> European institution/agency or international organisation | <input type="radio"/> Health |
| <input type="radio"/> Other (<i>please specify</i>): | <input type="radio"/> Housing and community amenities |
| | <input type="radio"/> Social protection |
| | <input type="radio"/> Recreation, culture and religion |
| | <input type="radio"/> Education |
| | <input type="radio"/> Other (<i>please specify</i>): |

The contracting authority is purchasing on behalf of other contracting authorities:

- yes no

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SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

II.1.1) Title attributed to the contract by the contracting authority

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II.1.2) Type of contract and location of works, place of delivery or of performance

(Choose one category only - works, supplies or services - which corresponds most to the specific object of your contract or purchase(s))

<input type="radio"/> (a) Works <input type="radio"/> Execution <input type="radio"/> Design and execution <input type="radio"/> Realisation, by whatever means of work, corresponding to the requirements specified by the contracting authorities	<input type="radio"/> (b) Supplies <input type="radio"/> Purchase <input type="radio"/> Lease <input type="radio"/> Rental <input type="radio"/> Hire purchase <input type="radio"/> A combination of these	<input checked="" type="radio"/> (c) Services Service category No 12 <i>(For service categories 1-27, please see Annex II of Directive 2004/18/EC)</i>
Main site or location of works	Main place of delivery	Main place of performance Bath NUTS code UKK12

II.1.3) The notice involves

- A public contract
 The establishment of a framework agreement
 The setting up of a dynamic purchasing system (DPS)

II.1.4) Information on framework agreement (if applicable)

<input type="radio"/> Framework agreement with several operators Number <i>OR, if applicable, maximum number of participants to the framework agreement envisaged</i>	<input type="radio"/> Framework agreement with a single operator
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Duration of the framework agreement:

Duration in year(s): _____ or month(s): _____

Justification for a framework agreement, the duration of which exceeds four years:

Estimated total value of purchases for the entire duration of the framework agreement (if applicable; give figures only):	
Estimated value excluding VAT:	Currency:
<i>OR</i> Range: between _____ and _____	Currency:
Frequency and value of the contracts to be awarded: <i>(if known)</i> :	

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II.1.5) Short description of the contract or purchase(s)

Architectural Services in relation to 20 Manvers Street

Built in 1972 it is an office property over six floors. The building is of concrete frame construction with concrete floor slabs to all floors. The 4th Floor is of reduced size and was originally a residential penthouse. The basement extends to a lower ground floor aspect to the rear of the property and projects forward of the building line.

The front facade is characterised by reconstituted Bath-type stone, with metal framed windows. The main entrance to the property is set back and accessed via a steep stepped approach through glass double doors. There are two 12 person lifts enabling access to the basement and upper floors, with the exception of the fourth floors penthouse.

The office areas were originally of open plan design with several columns supporting the structure above. Office accommodation has subsequently been fitted out to suit respective tenant requirements.

The Freehold of the property is held by the West Midlands Metropolitan Authorities Pension Fund. The property is currently let on a 25 year lease which expires in September 2012. The lease holder has underlet the 2-4 floors to a sub-tenant who are currently using the building. The leaseholder has underlet the ground and first floor to another tenant who are not currently using the space, but are trying to sublet it. Tenants are likely to be using some or all of the floors during the construction period.

The project comprises of:

Extension of the 4th floor to add circa 4,000 sq ft of office space, and create lift access to the 4th floor

Refurbishment of the existing entrance foyer and circulation areas

Refurbishment of parts of the office areas and major overhaul of the Mechanical and electrical installations

Enhancement of the energy performance of the building to achieve BREEAM 'very good' rating as a minimum

Achieve British Council for Offices compliance

The proposed construction budget of the project is in the region of £4 - 4.5million.

20 Manvers Street - Bath - Architectural Services**II.1.6) Common procurement vocabulary (CPV)**

	Main vocabulary	Supplementary vocabulary (if applicable)
Main object	71221000	

II.1.7) Contract covered by the Government Procurement Agreement (GPA)

yes no

II.1.8) Division into lots (for information about lots, use Annex B as many times as there are lots)

yes no

If yes, tenders should be submitted for (tick one box only)

- one lot only
 one or more lots
 all lots

II.1.9) Variants will be accepted

yes no

II.2) QUANTITY OR SCOPE OF THE CONTRACT**II.2.1) Total quantity or scope** (including all lots and options, if applicable)

Architectural Services appointment of approximately 28 month duration with a value in the range set out below

If applicable, estimated value excluding VAT (give figures only):	Currency:
OR Range: between 150 000,00 and 200 000,00	Currency: GBP

II.2.2) Options (if applicable)

yes no

If yes, description of these options:

If known, provisional timetable for recourse to these options:		
in months:	or days:	(from the award of the contract)
Number of possible renewals (if any):		or Range: between and
If known, in the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:		
in months:	or days:	(from the award of the contract)

II.3) DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION

Duration in months:	or days:	(from the award of the contract)
OR Starting	02/05/2011 (dd/mm/yyyy)	
Completion	01/08/2013 (dd/mm/yyyy)	

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SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) CONDITIONS RELATING TO THE CONTRACT

III.1.1) Deposits and guarantees required (if applicable)

N/A

III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them

To be agreed

III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded (if applicable)

Any

III.1.4) Other particular conditions to which the performance of the contract is subject (if applicable)

yes no

If **yes**, description of particular conditions

III.2) CONDITIONS FOR PARTICIPATION

III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers

Information and formalities necessary for evaluating if requirements are met:

Applicants seeking to be included on the selected tender list for service providers are required to complete a pre-qualification questionnaire. This may be obtained from the following website <http://www.wmpfonline.com/Tenders/> described at III.2.3 and must be completed and returned by the deadline given at IV.3.4 below. The pre-qualification questionnaire shall include, but not limited to, the matters detailed under clauses III.2.2 and III.2.3 below.

III.2.2) Economic and financial capacity

Information and formalities necessary for evaluating if requirements are met:	Minimum level(s) of standards possibly required (if applicable):
The pre-qualification questionnaire will be accessible at the following website http://www.wmpfonline.com/Tenders/	<p>"Please provide details of the company's professional indemnity insurance cover as defined below: Name of Insurer: Policy Number Renewal Date: Limit of Indemnity: Excess:" PASS - All requested information provided with valid certificates for minimum of £2m cover. FAIL - None or partial information provided, none or invalid certificates provided or insufficient level of cover. "Please provide details of the company's public liability insurance cover as defined below: Name of Insurer: Policy Number: Renewal Date: Limit of Indemnity: Excess:" PASS - All requested information provided with valid certificates for minimum of £5m cover. FAIL - None or partial information provided, none or invalid certificates provided or insufficient level of cover. "Please confirm that, to the best of the company's knowledge, the organisation is not in breach of the provisions of Regulation 23 Public Contracts</p>

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Regulations 2006 (as amended). In relation to mandatory or discretionary exclusion criteria.

III.2.3) Technical capacity

Information and formalities necessary for evaluating if requirements are met:

The pre-qualification questionnaire will be accessible at the following website <http://www.wmpfonline.com/Tenders/>

Minimum level(s) of standards possibly required (if applicable):

"Provide your previous experience with examples in the refurbishment of buildings within conservation areas and/or World Heritage sites in the last 3 years: indicating the client, location, value, date started and completed.

(Minimum Standard - Example of one project)"

"Provide your previous experience with examples in the refurbishment of commercial office developments with incumbent tenants in the last 3 years: indicating the client, location, value, date started and completed.

(Minimum Standard - Example of one project)"

"Provide your previous experience with examples with Environmental Issues i.e. achieving BREEAM ""Excellent"" (or equivalent environmental assessment) in commercial offices in the last 3 years: indicating the client, location, value, date started and completed.

(Minimum Standard - Example of one project)"

"Provide your previous experience with examples in maximising floor to ceiling heights and net lettable floor areas in commercial offices in the last 3 years: indicating the client, location, value, date started and completed.

(Minimum Standard - Example of one project)"

"Please your previous experience with examples of where your involvement in a similar project has added value or benefit to the scheme in the last 3 years: indicating the client, location, value, date started and completed.

(Minimum Standard - Example of one project)"

"Please provide the names and addresses of Clients that would provide a reference relating to your organisation.

(Minimum Standard - One Client for reference)"

"Please provide details of the experience and professional qualifications for the person(s) responsible for the project.

(Minimum Standard - Professional qualifications for one person proposed for the project)"

"Please provide details of your company's Quality Management System.

(Minimum Standard - to have a Quality Management System in place)"

Please provide details of your company's membership of a relevant professional body, i.e. RIBA or equivalent.

III.2.4) Reserved contracts (if applicable)

yes no

The contract is restricted to sheltered workshops

The execution of the contract is restricted to the framework of sheltered employment programmes

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III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS**III.3.1) Execution of the service is reserved to a particular profession**

yes no

If yes,reference to the relevant law, regulation or administrative provision:

III.3.2) Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service

yes no

20 Manvers Street - Bath - Architectural Services**SECTION IV: PROCEDURE****IV.1) TYPE OF PROCEDURE****IV.1.1) Type of procedure**

<input type="radio"/> Open	
<input type="radio"/> Restricted	
<input checked="" type="radio"/> Accelerated restricted	Justification for the choice of accelerated procedure: The project to which this appointment relates will be of benefit to the construction and associated industries and therefore also of benefit to the economy more widely - use of the accelerated procedure is based on the European Commission's policy as articulated in the OGC's Information Note 01/11 of 4 January 2011.
<input type="radio"/> Negotiated	Candidates have already been selected <input type="radio"/> yes <input type="radio"/> no If yes, provide names and addresses of economic operators already selected under Section VI.3) Additional information
<input type="radio"/> Accelerated negotiated	Justification for the choice of accelerated procedure:
<input type="radio"/> Competitive dialogue	

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate (restricted and negotiated procedures, competitive dialogue)

Envisaged number of operators
OR Envisaged minimum number 5 and , if applicable, maximum number 7
Objective criteria for choosing the limited number of candidates: Please see PQQ for information on short listing for subsequent invitation to tender

IV.1.3) Reduction of the number of operators during the negotiation or dialogue (negotiated procedure, competitive dialogue)

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

yes no

20 Manvers Street - Bath - Architectural Services**IV.2) AWARD CRITERIA****IV.2.1) Award criteria** (please tick the relevant box(es)) Lowest price

OR

 The most economically advantageous tender in terms of the criteria stated below (the award criteria should be given with their weighting or in descending order of importance where weighting is not possible for demonstrable reasons) the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

Criteria	Weighting	Criteria	Weighting
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

IV.2.2) An electronic auction will be used yes no

If yes, additional information about electronic auction (if appropriate)

IV.3) ADMINISTRATIVE INFORMATION**IV.3.1) File reference number attributed by the contracting authority** (if applicable)

1749 - 20 Manvers Street

IV.3.2) Previous publication(s) concerning the same contract yes no

If yes,

<input type="radio"/> Prior information notice	<input type="radio"/> Notice on a buyer profile
Notice number in OJ:	of (dd/mm/yyyy)
<input type="radio"/> Other previous publications (if applicable)	

IV.3.3) Conditions for obtaining specifications and additional documents (except for a DPS) or descriptive document (in the case of a competitive dialogue)

Time limit for receipt of requests for documents or for accessing documents	
Date: 07/03/2011 (dd/mm/yyyy)	Time:
Payable documents	
<input type="radio"/> yes <input checked="" type="radio"/> no	
If yes, price (give figures only):	Currency:
Terms and method of payment:	

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IV.3.4) Time-limit for receipt of tenders or requests to participate

Date: 11/03/2011 (dd/mm/yyyy) Time: 12:00

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates (if known) (in the case of restricted and negotiated procedures, and competitive dialogue)

Date: (dd/mm/yyyy)

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up

ES CS DA DE ET EL EN FR IT LV LT HU MT NL PL PT SK SL FI SV BG GA RO

Other:**IV.3.7) Minimum time frame during which the tenderer must maintain the tender (open procedure)**

Until: (dd/mm/yyyy)

OR Duration in month(s):

OR days: (from the date stated for receipt of tender)

IV.3.8) Conditions for opening tenders

Date: (dd/mm/yyyy) Time:

Place (if applicable):

Persons authorised to be present at the opening of tenders (if applicable)

 yes no

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SECTION VI: COMPLEMENTARY INFORMATION**VI.1) THIS IS A RECURRENT PROCUREMENT** *(if applicable)*

yes no

If **yes**, estimated timing for further notices to be published:

VI.2) CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS

yes no

If **yes**, reference to project(s) and/or programme(s):

VI.3) ADDITIONAL INFORMATION *(if applicable)***VI.4) PROCEDURES FOR APPEAL****VI.4.1) Body responsible for appeal procedures**

Official name: **Uk Courts**

Postal address:

Town:

Postal code:

Country: **United Kingdom**

Telephone:

Email:

Fax:

Internet address (URL):

Body responsible for mediation procedures *(if applicable)*

Official name: **None**

Postal address:

Town:

Postal code:

Country: **United Kingdom**

Telephone:

Email:

Fax:

Internet address (URL):

VI.4.2) Lodging of appeals *(please fill heading VI.4.2 OR if need be, heading VI.4.3)*

Precise information on deadline(s) for lodging appeals:

The Council will incorporate a minimum of 10 calendar days standstill period at the point where information on the award of the contract is communicated to tenderers. This period allows tenderers the possibility of reviewing and challenging the award before the contract is entered into. If any complaint or appeal cannot be otherwise resolved the Public Contracts Regulations 2006 (as Amended) provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take legal action.

Tenderers should be aware that any such action should generally be brought within 3 months of the alleged breach and ideally as promptly as possible. Where a contract has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend documents and may award damages. Damages may also be available after the contract has been entered into but at this point (i.e. after the contract has been entered into) the grounds for setting aside the contract are more limited.

Once the contract is entered into any challenge as to the validity of the contract can only be made on certain specified grounds for a declaration of "ineffectiveness" - such challenges (i.e. those based on the limited grounds for ineffectiveness) must be brought within 6 months of the conclusion of the contract and provides a summary of the relevant reasons then that time period (i.e. 6 months from the conclusion of the contract) may be reduced to 30 days.

It is incumbent on tenderers to seek specific legal advice in relation to any proposed or actual challenge to the process and the applicable limitation periods.

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VI.4.3) Service from which information about the lodging of appeals may be obtained

Official name:

Postal address:

Town:

Postal code:

Country:

Telephone:

Email:

Fax:

Internet address (URL):

VI.5) DATE OF DISPATCH OF THIS NOTICE:*The dispatch date will be automatically updated when the notice is submitted for publication*

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ANNEX A**ADDITIONAL ADDRESSES AND CONTACT POINTS****I) ADDRESSES AND CONTACT POINTS FROM WHICH FURTHER INFORMATION CAN BE OBTAINED**

Official name: [Buro Four Project Services](#)
Postal address: [1 Naoroji Street London](#)
Town: [London](#) Postal code: [WC1X 0BB](#)
Country: [United Kingdom](#)
Contact point(s): [Buro Four Project Services](#) Telephone: [+44 2078325586](#)
For the attention of: [Peter Meaney](#)
Email: pmeaney@burofour.co.uk Fax:
Internet address (URL): <http://www.burofour.co.uk>

II) ADDRESSES AND CONTACT POINTS FROM WHICH SPECIFICATIONS AND ADDITIONAL DOCUMENTS (INCLUDING DOCUMENTS FOR COMPETITIVE DIALOGUE AS WELL AS A DYNAMIC PURCHASING SYSTEM) CAN BE OBTAINED

Official name: [Buro Four Project Services](#)
Postal address: [1 Naoroji Street London](#)
Town: [London](#) Postal code: [WC1X 0BB](#)
Country: [United Kingdom](#)
Contact point(s): [Buro Four Project Services](#) Telephone: [+44 2078325586](#)
For the attention of: [Peter Meaney](#)
Email: pmeaney@burofour.co.uk Fax:
Internet address (URL): <http://www.burofour.co.uk>

III) ADDRESSES AND CONTACT POINTS TO WHICH TENDERS/REQUESTS TO PARTICIPATE MUST BE SENT

Official name: [Buro Four Project Services](#)
Postal address: [1 Naoroji Street London](#)
Town: [London](#) Postal code: [WC1X 0BB](#)
Country: [United Kingdom](#)
Contact point(s): [Buro Four Project Services](#) Telephone: [+44 2078325586](#)
For the attention of: [Peter Meaney](#)
Email: pmeaney@burofour.co.uk Fax:
Internet address (URL): <http://www.burofour.co.uk>

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ANNEX B (1)

INFORMATION ABOUT LOTS

LOT NO TITLE

1) SHORT DESCRIPTION

2) COMMON PROCUREMENT VOCABULARY (CPV)

3) QUANTITY OR SCOPE

<i>If applicable</i> , estimated value excluding VAT (<i>give figures only</i>):	Currency:
OR Range: between and	Currency:

4) INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/COMPLETION

(if applicable)

Duration in months:	or days:	(from the award of the contract)
OR Starting	(dd/mm/yyyy)	
Completion	(dd/mm/yyyy)	

5) ADDITIONAL INFORMATION ABOUT LOTS