

MINI COMPETITION UNDER FRAMEWORK

Tender Title
Mini-Competition under the Multi Trade Framework for the provision of the internal refurbishment and partial re-construction of the external roof of 13 Hyde Close
NFDC Contract Reference (ProContract)
DN780577
Closing Date for Submission of Tenders
12.00 NOON, 18 JULY 2025 to be returned electronically via the Council's e-tendering solution "Pro-Contract" hosted on the South East Business Portal (SEBP)

Issued 01.07.2025

Information for Candidates/Suppliers

1.	Project Name
	Provision of the internal refurbishment and partial re-construction of the external roof of 13 Hyde Close for New Forest District Council (NFDC) commencing July (5-6 month target completion)
2.	Procedure Used
	Mini Competition under a Framework Agreement (under PA23)
3.	Introduction & Scope
	<p>New Forest District Council (NFDC) are carrying out this procurement exercise to identify, select and award a contract to;</p> <ul style="list-style-type: none"> a single supplier covering the whole region <p>Supplier(s) are required to satisfy the Councils selection criteria (Best Price Quality Ratio) and submit compliant bids under this tender exercise in order to be considered for contract award. See Guide for Tenderers for further information relating to the evaluation process.</p> <p>Scope Overview:</p> <p>To appoint a suitably skilled and competent building contractor to streamline the process for completing the works of the internal refurbishment and partial re-construction of the external roof of 13 Hyde Close</p> <p>See:</p> <p>Appendix B1 – Schedule of works</p> <p>Appendix B2 - Bathroom Refurbishments Specification</p> <p>Appendix B3 - REA Structural Repo</p> <p>By confirming an expression of interest in this contract opportunity, tenderers will automatically receive a link to the tender information including the full specification, contract terms and tenderer response forms.</p> <p>All correspondence is via the Councils e-tendering portal ProContract hosted on the South East Business Portal (SEBP).</p>
4.	Contract Duration
	5-6 months
	Start July 2025

Expiry December 2025																	
5.	Instructions to Interested Suppliers																
Please read the Councils Guide for Tenderers document before considering any response to the contract opportunity.																	
6.	Special Instructions																
N/A																	
7.	Timeline																
<table border="1"> <thead> <tr> <th>Timetable Item</th><th>Date</th></tr> </thead> <tbody> <tr> <td>Issue Invitation to Quote</td><td>01.07.2025</td></tr> <tr> <td>Q&A End Date</td><td>15.07.2025</td></tr> <tr> <td>Quote Close Date</td><td>18.07.2025 (by 12.00 noon)</td></tr> <tr> <td>Evaluation Period</td><td>21.07.25 - 25.07.25</td></tr> <tr> <td>Tenderers notified by</td><td>28.07.25 (tentative)</td></tr> <tr> <td>Award of Quote</td><td>July</td></tr> <tr> <td>Contract Mobilisation</td><td>July</td></tr> </tbody> </table> <p><i>*Interview dates / agenda to be confirmed via the SEBP</i></p>		Timetable Item	Date	Issue Invitation to Quote	01.07.2025	Q&A End Date	15.07.2025	Quote Close Date	18.07.2025 (by 12.00 noon)	Evaluation Period	21.07.25 - 25.07.25	Tenderers notified by	28.07.25 (tentative)	Award of Quote	July	Contract Mobilisation	July
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8.	Evaluation Criteria																
<p>Pass / Fail Phase: Prior to evaluation of tender responses, the Council will already have assessed the Supplier Self-Declaration (Appendix C1) submitted by the candidate(s) on the Multi Trade Framework. The purpose of the Supplier Self-Declaration is to assist the Council in the evaluation of bids submitted for this tender opportunity. Under the Procurement Act 2023 the Council is permitted to set “conditions of participation” designed to enable it to assess “whether suppliers have the legal, financial and/or technical ability to perform the contract”.</p> <p>Tenders submissions that pass the self-declaration phase will be evaluated in line with the criteria below:</p> <table border="1"> <tr> <td>Cost</td><td>100%</td></tr> </table> <p>Please see Section 9 of the Guide to Tenderers document.</p>		Cost	100%														
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Index of Appendices																	

9.	Contract Terms
Appendix A – The Terms and Conditions relating to the contract opportunity – as per the Multi Trade Framework	
10.	Specification
Appendix B – The outcome based specification. Appendix B1 - Schedule of works Appendix B2 - Bathroom Refurbishments Specification Appendix B3 - REA Structural Report	
11.	Supplier Response forms (index)
<p>Tenderers are required to download, complete and upload the following appendices by the close date indicated in the SEBP tender timeline.</p> <p>Appendix C3 - Proforma Pricing Schedule - Tenderers to input detailed bid prices against the criteria defined, utilising the existing Multi Trade Framework.</p> <p>Appendix D - Form of Tender</p>	
12.	Contact during Tender Programme:
<p>Clarification Questions regarding this tender must be raised via the Message feature of ProContract (SEBP).</p> <p>SEBP ProContract (hosted by Proactis.com): If you are a Supplier experiencing problems with your SEBP connection (e.g. login / password / access issue) please contact Proactis by logging a ticket on the Supplier Support Portal</p> <p>New Forest District Council (Procurement Team): Email: procurement@nfdc.gov.uk Phone: 02380 285588</p>	
13.	The Councils Contract Administrator (Post Tender)
<p>The Councils Contract Administrator responsible for the overall management of the Contract post award will be:</p> <p>NFDC: Ben Curd: ben.curd@nfdc.gov.uk</p>	