

NMRN Library Conservation Cleaning

Clarification Questions

How are the 51,000 items split between the two lots?	The 51,000 items are split by room. There are two store rooms with roughly half of the items in each. The collections vary in size and condition, therefore it's difficult to evenly split it.
Will the NMRN provide an Excel spreadsheet listing the title, author and class/shelf mark?	No, we are unable to provide this, the library is a mix of different collections and still in the process of being combined. There is not one document listing the entire contents.
Is there mould within the books and journals or just on the outside? [A.3]	From what we have surveyed and identified the mould is on the outside, however we have only surveyed a small number of the collections.
What is the priority in regards to documentation? [A.5]	<p>The outcome for the documentation is to gain information on the condition of the library collection. We need to be able to use this in the future to monitor and identify condition change. We also need information that highlights collections which are in poorer conditions and require further interventive treatment. This will allow us to identify and plan further treatment on the collection.</p> <p>Therefore, there is flexibility in the methodology. But the result needs to be as explained above. Please explain your methodology in your tender submission.</p>
How extensively does the collection need to be cleaned? [A.4]	The majority of the collection has not been accessed for 2 years. Therefore, dust and dirt is mostly on the surface exterior of the collection and will only require cleaning on the front and back covers, spine and text block. Individual pages are not expected to be surface cleaned.
What level of input does the accredited conservator need to have? [A.7]	We don't expect all works to be carried out by an accredited conservator. However, the method and approach need to be overseen by an accredited conservator and during cleaning we would expect occasional input in case conservation issues arise.
Can the tender be awarded to separate suppliers given the scope of work required	I have spoken to the NMRN's Procurement Officer regarding this, the ITT has been revised

within the timeframe, for example Company A is given Lot 1 and Company B given Lot 2?

with the evaluation criteria split into Lot 1 and Lot 2. When submitting your tender, you must apply for **both**, as it will be scored for both with the total score of both lots adding to 100%. The overall score ranking will determine who will be awarded Lot 1 (Ranked 1st) and Lot 2 (Ranked 2nd) respectively, this will then be written into the service contract issued to the winning submissions.

We will allow duplicated answers to be placed in the entry fields for Lots 1 and 2.