



Department for International Trade

Reference: Project_1354

Title: Expo 2025 Osaka – Project Management & Cost Control (PMCC) Services – Early Engagement - Questionnaire

Background

On the 17/06/2022 the Department for International Trade (DIT), on behalf of Her Majesty's Government (HMG), published an Early Engagement Notice (EEN) on the Contracts Finder website about a potential upcoming requirement for Project Management and Cost Control (PMCC) Services in relation to the delivery of a UK Pavilion (UKP) at Expo 2025 Osaka ("Expo").

Along with the description in the EEN, DIT also attached a Provisional Specification of Requirements which contains a high-level overview of its requirement, services specification, deliverables, and its current thinking in respect of the supplier profile required to fulfil the potential contract.

It should be noted that neither DIT (nor any part of HMG) makes a commitment to procure these services and may decide to not progress this any further following this engagement with the market. DIT reserves the right to change any information contained within the Early Engagement documentation at any time, and Potential Suppliers rely upon any information provided entirely at their own risk.

Early Engagement Process & Market Questionnaire

As detailed in the EEN, DIT is looking to engage with relevant suppliers in the market. Suppliers that are interested in engaging must first complete the questionnaire at Annex A of this document and submit by the deadline stated below. Once the deadline has passed, DIT will review the submissions, and arrange one-on-one discussions with suppliers to go into further details. The dates these discussions may happen are also stated below.

DIT understands that without a clear direction of what HMG is looking to deliver at Expo 2025, it is difficult for suppliers to comment on requirements, as you will be unable to compare if they are appropriate or realistic to deliver. However, this engagement exercise is more focussed on your general thoughts about what may be needed to be considered for any option chosen to deliver, as well as thoughts on how contracts are sequenced, combined or separated, procured, and ultimately managed – especially design and construction. A PMCC supplier has an overarching view of all services required to deliver the project, and so it is vital DIT understands your thoughts on what DIT's approach should be in the Japanese market.

DIT will use this finalised information to help refine its approach, specification, and any recommendations to progress towards a procurement (if it chooses to do so).

Submission of response

Please submit your completed questionnaires by no later than **12:00 BST on 08/07/2022**. There is no prescribed format for a response to this EEN, however, in the interest of being able to review the response as efficiently as possible, please ensure that you do not exceed more than one (1) A4 page (or one (1) slide if using PowerPoint) per question section



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(including its constituent parts). For example, one (1) A4 page or one (1) slide would need to cover Question 1 a, b, c and d.

Please submit your completed questionnaire to: MajorWorldEventsCommercial@trade.gov.uk

It is currently estimated that discussions with suppliers will occur during the week commencing 18 or 25/07/2022. This is subject to change.



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ANNEX A – QUESTIONNAIRE

No.	Question
1	<p>UK Pavilion Deliverables and Procurement Route</p> <ul style="list-style-type: none"> a. An indicative list of deliverables required to build (and take-down) the Type A Self Build Pavilion is set out in Appendix A to the Provisional Specification of Requirements. Please comment and expand on this list where necessary. b. What is your advised procurement route? Do you think the delivery of the UK Pavilion project is achievable through the contracting of a single supplier (or consortium of suppliers), or should each deliverable be tendered separately? If separately, you should set out how the deliverables should be packaged for tendering and contractual purposes. You should explain the rationale behind your proposed contracting structure in the context of the Japanese market and explain how it would aid delivery. c. At what stage do you think suppliers (consultants, designers and contractors) should be appointed? What is your suggested order and timing of the appointment of these suppliers? d. Is it possible (or advisable) to package the design and build contracts with any (or all) of the other operational contracts? Operational contracts include: facilities management, staffing services (security, cleaning, operational management), hospitality and events. You should explain the advantages and disadvantages of this contracting arrangement, including any benefits to project timescales.
2	<p>Service Requirements:</p> <ul style="list-style-type: none"> a. Do you agree with the proposed service requirements for a PMCC consultant as detailed in the Provisional Specification of Requirements? b. What, (if anything), has DIT missed or overlooked in setting out the requirement of a PMCC service or the project in general? Is there anything which is unnecessary? c. What additional information, parameters or steers could DIT provide to enable bidders to develop well-targeted proposals, and why?
3	<p>Supplier Profile and Attributes:</p> <ul style="list-style-type: none"> a. What are your thoughts on the potential supplier profile as detailed in Section 5 of the Provisional Specification of Requirements? Is this something you would be able to evidence if asked to do so in a procurement tender pack?
4	<p>Risks and Timelines</p>



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	<p>a. What do you see as the major challenges/ risks for effective delivery of this requirement?</p> <p>b. Appendix A contains an out-of-date timeline against a list of indicative deliverables/milestones required to deliver a Type A UK Pavilion (UKP). Please comment on the completeness of this list and, where necessary, provide revised timelines that demonstrate how the UKP would be successfully delivered (assume the PMCC contract is awarded after December 2022).</p>
5	<p>Supplier Engagement on Project</p> <p>a. At what stage do you think the PMCC supplier should be contracted in relation to other potential suppliers? Should the PMCC supplier be appointed prior to a content design being selected?</p>
6	<p>Cost Estimates:</p> <p>a. Presuming that you would be engaged on the project from 2023 through to the end of Expo and for project close down (so potentially 2026), what is your high-level estimation of the price you would charge to DIT? If you can break this down in any way, this would be helpful.</p> <p>(DIT understands this is difficult with limited information, however please base your estimate on the contract beginning after December 2022 and running until after the end of Expo 2025 (up to end 2026) (including deconstruction of the Pavilion) and delivering a medium self-build pavilion (Type A) in Osaka).</p>
7	<p>Frameworks:</p> <p>a. Are you a member of any framework agreement relevant to the services required here that can be used by the public sector to procure services (e.g., frameworks established by Crown Commercial Services (CCS))?</p> <p>b. If yes, please state which framework (and Lot if applicable) you would provide these services under if procured via a framework*.</p> <p>*This information is being collected to assess routes to market at this early stage and should not be taken as a definitive route to market decision.</p>
8	<p>Cost of Tendering:</p> <p>a. What would you consider the costs of bidding for such a procurement to be for your organisation?</p> <p>b. In relation to the above would your potential costs of bidding mean you would prefer a 2-stage procurement, whereby suppliers are shortlisted before submitting full bids, or would you be happy with a single stage procurement with full bid submission upfront? What qualities do you think are important for a PMCC service provider to demonstrate to us through the bidding process?</p>



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9	<p>Social Value:</p> <p>Which social value theme of themes do you think would best align with this requirement?</p> <ul style="list-style-type: none"> • Theme 1: COVID-19 Recovery • Theme 2: Tackling economic inequality • Theme 3: Fighting Climate Change • Theme 4: Equal opportunity • Theme 5: Wellbeing <p>Please refer to the link below for further guidance relating to the social value and the Model Award Criteria https://www.gov.uk/government/publications/procurement-policy-note-0620-taking-account-of-social-value-in-the-award-of-central-government-contracts</p>
10	<p>Questions:</p> <p>Based on the information you have been presented so far, please list any immediate questions you would ask DIT?</p> <p>These questions will help to form the basis of any follow-up discussion.</p>