

24th May 2018

FM18067 Expression of Interest – UK Research and Innovation - The British Antarctic Survey – Soft FM Services

Background to the British Antarctic Survey

The British Antarctic Survey is a Research Council part of UK Research and Innovation specializing in polar logistics and scientific research.

The strategic plan is as follows: -

Our Vision

To be a world-leading centre for polar science and polar operations, addressing issues of global importance and helping society adapt to a changing world.

Our Mission

British Antarctic Survey is a research-driven organisation recognised for:

- Commitment to excellence in science
- Operational professionalism and innovation in everything we do
- A partner of choice for science, operations and business wherever polar expertise can be applied
- Safely delivering complex operations in extreme environments
- Commitment to environmental stewardship of the polar regions
- Developing our staff to reach their full potential
- Sustaining an active and influential presence in Antarctica on behalf of the UK, and playing a leadership role in Antarctic affairs
- Engagement with policy-makers, government and the public

Purpose of this expression of interest.

British Antarctic Survey will re-tender their soft FM services later this year but want to get closer to the marketplace to help define their business requirements and contracting strategy. Equally, British Antarctic Survey want to collaborate with suppliers by sharing these business requirements at an early stage and actively seeking supplier feedback.

Accordingly, a supplier day will be held on Thursday 21st June and Friday 22nd June where the representatives of British Antarctic Survey look forward to holding positive and engaging discussions with suppliers who share the passion for world leading polar science and research.

These representatives look forward to discussing how potential suppliers can add value to this important area and thereby helping us to deliver frontier science.

These visits will give potential suppliers the opportunity to attend the site and to discuss with the individuals from British Antarctic Survey the proposed scope and deliverables of this contract.

This contract will be made up of the following five services, to help bidders identify an outline of these requirements and a short brief of the services can be seen below. These are the services to which British Antarctic Survey are looking for suppliers to provide value and innovation.

Soft FM Sourcing Strategy – Key Business Requirements

This document highlights how soft FM services operate in a science driven environment at British Antarctic Survey. As such, it describes certain key service features which directly affect the mission and strategy of British Antarctic Survey. As a result, British Antarctic Survey wish to see the following areas addressed:-

- Added Value
- Innovation
- Value for money
- Risk management

Cleaning

In the BAS headquarters at Cambridge, we have recently constructed a new innovation centre and collaboration space. This is called the Aurora Centre and is a pre-eminent facility, attracting many high level and international visitors both ministerial and scientific. A high standard of presentation is fundamental to the success of the venture.

Security

Because the science is live 24/7, the guards have a greater level of responsibility and engagement with the site. The implication for guarding is that when carrying out patrols, these guards are our first line of defence in managing risks to science. Typically, early notification of alarms leading to timely recovery and prevention of loss of unique scientific resources.

Landscaping

Landscaping concerns a number of points which include:-

- Keeping the yard weed free prevents the importation of seeds and alien flora into sensitive Scientific environments
- The landscaped to the front of the Aurora centre is the first thing visitors see and provides a first impression. Poorly maintained grounds can potentially leave visitors with a poor first impression.

Waste

As an organisation dedicated to environmental science, BAS is acutely concerned about the impact of its waste. Furthermore, BAS is rightly subjected to a higher degree of public scrutiny.

Pest Control

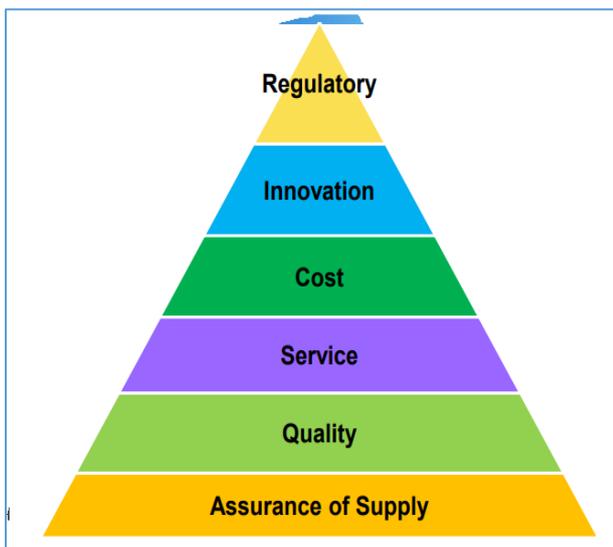
Our DEFRA licence and our commitment to bio-security demands that we take no alien species to Antarctica. Therefore a greater emphasis is placed on pest prevention rather than control.

Business Requirement Analysis

As part of this ongoing strategy British Antarctic Survey want to ensure that all suppliers have an in depth understanding of how the business needs have been assessed and defined and in particular which elements are of key importance to this ongoing contract. This model below defines keys parts of this contract that will need to be considered.

This model attempts to prioritise business requirements. Examples may include:-

- Assurance of Supply – how will you guarantee to provide the required number of staff
- Quality – how will these staff be appropriately trained and motivated?
- Service – how would you manage our account?
- Cost – how will you provide value for money?
- Innovation – what intellectual property can you bring to the account which delivers value and how
- Regulatory – how will you provide all the necessary regulatory and compliance requirements including but not limited to Right to Work checks and appropriate certification (waste carriers licence, security licences et al)



An outline agenda for these visits can be seen below.

Agenda

The visit will be held on **Thursday 21st June and Friday 22nd June**. This is the agenda:-

- Arrival
- Virtual tour of the site 15 minutes
- Discussion between British Antarctic Survey and the Supplier on the delivery of specific business requirements. The Supplier should describe how value can be added and how the supplier plans to execute the service strategy. (30 minutes):



- Cleaning
 - Manned guarding
 - Landscape Maintenance
 - Pest control
 - Waste
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- Closing question and answer session (15 minutes)
 - Next steps – British Antarctic Survey (10 minutes)

Individual dates and times will be provided for those suppliers that register their interest. Please contact UK SBS on fmprocurement@uksbs.co.uk to book a slot on the pre-market engagement day.

British Antarctic Survey looks forward to welcoming you to their offices and laboratories. Hopefully, you will have the opportunity to see some exciting research in action and share our passion for environmental research.

On receipt of your request UK SBS will provide you with an appointment

Outcome and Aims for the day

British Antarctic Survey aim to:-

- Understand the market in more detail
- Share our business requirements
- Assess potential opportunities for added value
- Identify potential refinements to the business requirements
- Test contracting strategy

Depending on the outcome of this pre market engagement day British Antarctic Survey and UK SBS will be looking to issue this tender in July/August.

The approximate value of this requirement is £200,000 PA. The total contract duration is still being agreed, however this will be for a minimum of 2 years fixed.

British Antarctic Survey look forward to meeting you soon.