

Expression of Interest



Title: IS4L Phase 3 Principal Contractor
Date: 28/11/20
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Owner: Anthony Clarke
Client: The Pirbright Institute
Version No: 1

1 Document History

1.1 Document Location

N:\E&M Dept\private\EMS\Procurement\Contracts Finder\IS4L Phase 3 PC

1.2 Revision History

Version	Date	Details	Author
1	01/12/20	First issue	Veekash Bhowruth

Changes from previous version are highlighted **yellow**.

1.3 Approvals

This document requires the following approvals.

Name	Title	Issue Date	Version
Anthony Clarke	Capability EMS Operations Project Manager	01/12/20	1

1.4 Issue History

In addition to the approvers, this document has been issued to:

Name	Purpose	Date of Issue	Version
Contracts Finder	Expression of Interest	01/12/20	1

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3 Introduction

The Pirbright Institute (TPI) is inviting Expressions of Interest (Eoi) for the Principal Contractor Duties to deliver the IS4L Phase 3 Project at its research facility in Woking, UK.

3.1 Document Purpose

The primary purpose of this document is to provide potential suppliers with the information to allow them to submit their interest and capability to tender for the works.

3.2 Contract Notice

A notice for this contract was placed on contracts finder on the 1st December 2020 by TPI.

3.3 Contract Type

The contract will be based on the following model:
NEC3 Engineering and Construction Contract with Activity Schedule

4 Contract Scope

The contract is for a single supplier to provide Principal Contractor Duties under CDM Regulations to deliver the IS4L Phase 3 Project.

The IS4L facility at The Pirbright Institute acts as a focus for the production, maintenance, analysis and genetic modification of mosquitoes with a view to controlling internationally important viruses of humans and livestock. It is a key piece of infrastructure that was re-commissioned in this role in November 2016 following a substantial and rapid increase in activities in this subject area.

This project is the final stage to convert the IS4L building into a fully functioning building suitable for Insect Science Work and housing insects at critically controlled environmental conditions. The works completed in the previous phases were:

- Upgrade the North side of the building to convert it from unused SAPO 4 labs to Controlled Environment (CE) Insect rooms
- Installation of an RO system for electric humidifiers and labs
- Installation of 3 x Environmental Chambers as resilience for the building

Phase 3 works are to upgrade the North and South side of the building to provide reliably controlled environmental rooms for the long term future. A detailed design has already been completed and the IS4L Phase 3 works will for the Eoi will involve the following:

- Modifying the current Air Handling Units to enable the North and South side to work independently
- Upgrading and recommissioning of BMS controlling and monitoring plant
- Upgrading building fabric to enable Insect rooms to sustain high temperature/high humidity (typically 28°C/80%RH) for the long term.
- Commissioning and Validation works
- O&M and Formal Handover

The Principal Contractor responsibilities are as follows:

- Install items as per principal designers specification
- Management of all sub-contractors
- Act as site host for sub-contractors
- Ensuring works are performed in a safe manner
- Highlight H&S and design risks to the project manager
- Supplying all required documentation and information to the institute
- Ensuring the scope of works is met in full
- Fulfilling CDM Principal Contractor responsibilities including maintenance and issue of construction phase plan
- Providing Training where appropriate

Where required, the Sub-Contractor responsibilities are as follows:

- Install items as per designer specification
- Responsibility for installation activities within their scope
- Management of all contractors performing works within their scope
- Ensuring works are performed in a safe manner
- Highlight H&S and design risks to the principal contractor
- Supplying all required documentation and information to the principal contractor
- Ensuring the scope of works is met in full
- Fulfilling CDM Sub Contractor responsibilities
- Providing Training where appropriate

The full scope of work will be issued to shortlisted suppliers.

5 Instructions to Tenderers

5.1 Location of Works

The works will take place at the following address:

The Pirbright Institute
Ash Road
Pirbright, Surrey
GU24 0NF

5.2 Pre-qualification questionnaire

All potential suppliers are required to complete a Pre-qualification questionnaire (PQQ) as an expression of interest and will be issued the invitation to tender (ITT) documentation should they be shortlisted following a shortlisting process.

5.3 Procurement Timetable

The timetable for this tender is anticipated as below:

PQQ to be submitted by: 11th December 2020 by 4pm

Shortlist tenderers and issue ITT by: 16th December 2020

Site Visit Period: 21st December – 23rd December 2020 (by appointment)

Tenders to be submitted by: 15th January 2021 by 4pm

Clarifications and tender evaluation period: 18th – 22nd January 2021

Tender awarded by: 22nd January 2021

Contract Set up Period: 25th – 29th January 2021

Contract Start: 29th January 2021

5.4 Shortlisting of Tenderers

Shortlisting of potential tenderers will be performed by TPI project team.

The criteria of shortlisting will be based on the content of submitted PQQ documents.

Once the EoIs are received, TPI will make a qualitative assessment of the most appropriate suppliers to include in a shortlist and to whom TPI will issue a full Specification and model Contract. TPI is under no obligation to inform the de-selected companies of the reasons for such de-selection

5.5 EoI & PQQ Submission and Clarifications

The TPI contact for queries and clarifications is the TPI Commercial Officer:

Holly Collen
holly.collen@pirbright.ac.uk
01483 231169

6 Appendices

Appendix A – Pre Qualification Questionnaire (PQQ)