

## HMS VICTORY CONSERVATION PROJECT – PROCUREMENT CONSULTANCY INVITATION TO TENDER

### CLARIFICATIONS – VERSION 2 DATED 18<sup>th</sup> AUGUST 2021

TENDER CLARIFICATION 1		
Number	Issue	Clarification
1	Where can the tender documents be obtained from?	The Invitation to tender for the above contract was published on 'MyTenders' and 'ContractsFinder' websites on 11 <sup>th</sup> August 2021. The tender is downloadable from the 'ContractsFinder' website and both websites contain the link to this.
2	Section 7, 1.3 – please can you confirm whether there really is a true requirement for procurement consultancy to have a need to work in confined spaces or at height, and if so, what necessary training may be required for this specific activity?	In the course of managing contracts for the conservation of HMS Victory, there is no specific requirement for the procurement consultant to work at height or in confined spaces, but in the course of inspecting or managing associated procurement work or specifications, the consultant may e.g. visit the scaffolded structure, as part of which full supervision, training and PPE will be provided as necessary and appropriate; or alternative arrangements made if accessing the area is not possible.
3	Clarification of level of Professional Indemnity Insurance	<p>As a clarification of the level of Professional Indemnity Insurance cover required (Section 8/Part 8.1 Insurances), it is confirmed that a minimum of £5M professional Indemnity Insurance will be required.</p> <p>Tenderers should include in their costs a sum for £5m of Professional Indemnity Insurance, based on <b>either</b> a quotation <b>or</b> a contract that is already in place. Evidence of insurance being in place will need to be submitted prior to the commencement of work, at the point of the award of the contract.</p>
4	Can the authority confirm that they wish for bidders to price 100 days' work within a £50,000 budget?	The £50,000 listed on the notice are for information/estimation only and do not represent a limit.

**TENDER CLARIFICATION 2**

5	<p>What is the split of the 40% for Price between Table 1, Table 2 and Day Rates?</p>	<p>The tender is for up to 100 days of work on a task-by-task basis and is therefore a maximum limit of liability/maximum price for the work. The NMRN supports the approach to agile working. Some of the tasks may involve onsite and/or offsite visits, so additional breakdown of likely costs has been requested as a response to tender. It is anticipated there would only be rare, and exceptional external site/contractor visits (for which a separate rate has been requested).</p> <p><b>For the response to tender, and for assessment purposes, the total cost will be taken as the sum of:</b></p> <ol style="list-style-type: none"><li><b>1. Cost for 25 days onsite at MNRN plus</b></li><li><b>2. Cost for 70 days home/office working plus</b></li><li><b>3. Cost for 5 days external attendance offsite</b></li><li><b>4. This total figure will be taken as the tendered price for the commercial evaluation at Section 5.</b></li></ol>
---	---	--