National Army Museum Tender Number K-7-10-1-1

Date of Release: 22 Feb 2019

**Transport and installation of vehicles for foyer display.**

**Project Brief**

The National Army Museum (NAM) (**the Client**) wishes to appoint a heavy object transport company (**the company**) to transport and install two objects from the National Army Museum Stores (Stevenage) and the Tank Museum, Dorset for display in the National Army Museum (Chelsea) Foyer. One object will be required for display in April 2019 and will require removal of the first object and installation of the second in October 2019.

**Included as separate documents with this tender brief are:**

* Schedule of works
* Object details including weight and measurements
* Measurements of doors to the space**.**

1. **The company will be responsible for:**

1.1. Liaising with NAM and lenders from appointment onwards to ensure that dispersal of the objects will be achieved on time;

1.2. Where applicable, the provision of suitable packing systems to enable the safe transit of objects.

1.3. Packing of objects for transport on collection at NAM;

1.4. Ensuring all objects are transported in an appropriate vehicle and appropriately secured.

1.5. Collection and movement of vehicle to and from the National Army Museum foyer.

1.6. Insurance for all objects while in transit;

1.8. A duty of care to building and internal structures during transport and de-installation of objects. All precautions must be taken to avoid damage including the supply/fitting of suitable protection for transiting floors/walls etc. and other areas of gallery spaces during de-installation of objects;

* Access notes: Entry to the National Army Museum will be via the front doors and work will be required to take place out of hours when the public are not on the premises, indicative times are (1800 – 0900hrs).
* Examples of similar projects: The provision of evidence relating to previous projects of a similar nature to those detailed in the accompanying document is essential and will be viewed in support to suggested method and cost estimates. Of particular relevance would be evidence demonstrating appropriate handling of large 3D objects and the logistical management of projects.

**2. Timetable/ Schedule**

The tender will be awarded the week commencing 11 Mar 2019.

The first movement of will be required for 3 Apr 2019;

The second movement Sep/Oct 2019 tbc;

The third Apr 2010 tbc

**3. Health and Safety**

The company will be required to provide prior to any works, method statements and risk assessments for any potentially hazardous process that take place on NAM property (e.g. use of heavy lifting equipment, work at heights, etc.) and will be fully responsible for health and safety compliance for all work at lenders sites and during transit.

**4. Site Visits**

Site visits to NAM in Chelsea can be accommodated if required. To arrange these please contact Terri Dendy, Head of Collections Standards and Care ([tdendy@nam.ac.uk](mailto:tdendy@nam.ac.uk)) 0207 881 2471.

1. **Criteria on which tenders will be awarded**

In order of relevance:

* Strength of tender (Consideration of specific needs of objects). (50%)
* Overall cost. (30%)
* Proven experience of similar projects. (20%)

1. **Deadline for tenders**

All tender documents/electronic media are to be addressed to Secretariat or [tenders@nam.ac.uk](mailto:tenders@nam.ac.uk) and annotated with “TENDER DOCUMENTS NOT TO BE OPENED BEFORE 8 Mar 2019. On no account are the tender documents to be passed to the requesting department before the tender board date.

Should the contractor wish to provide hard copy, two copies must be provided. Address for the return of hard copy tenders:

“TENDER DOCUMENTS NOT TO BE OPENED BEFORE XXX.

Secretariat

National Army Museum

Royal Hospital Road

Chelsea

London

SW3 4HT

Tenders will be awarded to the successful contractor on 11 Mar 2019

**Schedule of Vehicles and dates of Installation and Removal**

**April 2019 – Bren Carrier**

Collection of Bren Carrier from National Army Museum Stores (Stevenage)

This will include the short-term movement of a 25 pdr field gun to access the Bren Carrier.

Transport of Bren Carrier to Chelsea

Installation of the Bren Carrier to National Army Museum Chelsea, foyer (first floor)

**September /October 2019 – Bren Carrier and Fox Armored Vehicle**

Collection of Bren Carrier from National Army Museum Chelsea

Transport of Bren Carrier to Stevenage

Storage in Stevenage This will include the short-term movement of a 25 pdr field gun to access the Bren Carrier.

Collection of Fox from Tank Museum, Dorset

Transportation of Fox to Chelsea

Installation of the Fox to National Army Museum Chelsea, foyer (first floor)

**April 2020 – Fox Vehicle return**

Collection of Fox from National Army Museum Chelsea, foyer (first floor)

Transportation of Fox to Dorset

Installation of the Fox to Tank Museum, Dorset