

UK-Belfast: Archaeological services

OJ S 63/2013 29/03/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Department of Environment Northern Ireland Environment Agency

Postal address: 5-33 Hill Street

Town: Belfast

Postal code: BT1 2LA

Country: United Kingdom

E-mail: julie-ann.ferguson@dfpni.gov.uk

Additional information can be obtained from:

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address

I.2. Type of the contracting authority

Body governed by public law

I.3. Main activity

General public services

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

P10247 DOE NIEA archaeological fieldwork & support services.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 8: Research and development services

NUTS code UKN Northern Ireland

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

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II.1.6. CPV code(s)

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

NIEA's vision is to have a well-protected built heritage. NIEA leads the way in protecting the built heritage, public well-being and the economy. To underpin this, NIEA must undertake high quality information gathering, presentation and dissemination.

This service contract will allow Built Heritage to undertake conservation and other archaeological work in a planned way to achieve better public access, awareness and public interaction with archaeological heritage.

NIEA's strategic aim is to improve understanding of the historic environment by enhancing knowledge through comprehensive research, recording, monitoring, survey and excavation. The service contract will augment the role of Built Heritage in undertaking excavation, survey and other works to answer specific research questions where there are identified gaps in our knowledge.

At an operational level, there are key areas (termed Deliverables) where specialist services will be required, namely:

- Conservation-led excavations;
- Research-led excavations;
- Development-led excavations;
- Surveys, such as measured or geophysical;
- Community-led excavations;
- Post excavation requirements.

Estimated value excluding VAT: 1 600 000,00 GBP

II.2.2. Information about options

Options: yes

Description of options: Contract will be for a term of 1 year with 2 annual options to extend for 1 year each.

II.2.3. Information about renewals

II.3. Duration of the contract or time limit for completion

Duration in months: 12 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

III.1.3.

Legal form to be taken by the group of economic operators to whom the contract is to be awarded

III.1.4. Contract performance conditions

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

III.2.2. Economic and financial ability

III.2.3. Technical and professional ability

Minimum level(s) of standards possibly required:

Stage 1 - Selection:

In order to pass the Selection stage, Tenderers must demonstrate they meet the following minimum standards of technical or professional ability.

Tenderers should note that some of the operational activities involved in this contract may require two or more of the objectives to be delivered simultaneously. It is therefore anticipated that one or more teams of archaeologists may be required at any one time. Tenderers should ensure that they have a pool of suitably qualified individuals to draw upon as and when required.

Tenderers must demonstrate that the personnel they propose to carry out the services within the contract meet the following requirements:

Company Experience:

Within the last 3 years Tenderers must demonstrate:

- (Deliverable 1) Experience of successful involvement in more than one conservation-led excavation, demonstrating involvement in the conservation of monuments of different types.
- (Deliverable 2) Experience of successful involvement in more than one research project, which must include excavation, relating to the archaeology of Britain and Ireland. Examples must be genuinely research-led projects. It will not be enough to quote the work involved in the archaeological design and mitigation of projects such as housing developments and infrastructure schemes and term it 'research'.
- (Deliverable 3) Experience of successful involvement in more than one development-led excavation. At least one example must have been undertaken in order to inform material considerations related to consents.
- (Deliverable 4) Experience of past successful involvement in more than one successful survey demonstrating examples from the list at 3.4.2 of the specification schedule.
- (Deliverable 5) Experience in the successful delivery of at more than one community-led archaeological excavation project.
- (Deliverable 6) Tenderers must demonstrate a publication record of academic archaeological publications in books; edited volumes or journals and; popular media.

Team Leader(s):

Tenderers must have a minimum of two team leaders to call upon as and when required.

— Each team leader must hold a primary degree in archaeology or a closely comparable subject (comparability must be demonstrated by the Tenderer) and a postgraduate qualification in archaeology to at least Masters Level. Tenderer must provide copies of relevant certificates of qualification.

— Tenderers must provide a CV with two accompanying referees for each team leader.

— Team leaders must demonstrate a publication record of academic archaeological publications in books; edited volumes or journals and; popular media.

— Each team leader must demonstrate 18 months experience in the last 3 years of managing

archaeological projects, including directing excavations, post-excavation analysis and report-writing.

Team Member(s):

— A primary degree in archaeology, or a degree in a closely comparable subject (comparability must be demonstrated by the Tenderer). Tenderers must provide copies of relevant certificates of qualification.

— At least two years post-degree archaeological experience within the last 3 years, not including time spent in undergraduate study but which can include post-graduate research, in archaeology or a closely comparable subject. This experience must demonstrate familiarity with excavation research and discoveries concerning Northern Ireland's archaeological sites and monuments, historical planned landscapes, and historical architectural assets.

Surveyor - Tenderers must show that the surveyor has conducted survey projects utilising the latest measured survey techniques on a variety of monument types, and with more than one type of geophysical prospecting for archaeological remains.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

III.3.2. Information about staff responsible for the performance of the contract

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

P10247

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

Time limit for receipt of requests for documents or for accessing documents: 7.5.2013 - 14:59

Payable documents: no

IV.3.4. Time limit for receipt of tenders or requests to participate

7.5.2013 - 15:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

Duration in days: 90 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Place:

CPD uses an electronic tendering system which is hosted by an external Contractor Bravo Solutions. Tenders cannot be accessed until after the closing date and time. The electronic tendering system will not permit the transmission of late tenders.

Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: September 2015.

VI.2. Information about European Union funds

VI.3. Additional information

Suppliers Instructions How to Express Interest in this Tender:

1. Register your company on the eSourcing portal (this is only required once): <https://e-sourcingni.bravosolution.co.uk> and click the link to register - Accept the terms and conditions and click 'continue' - Enter your correct business and user details - Note the username you chose and click 'Save' when complete - You will shortly receive an email with your unique password (please keep this secure).
2. Express an Interest in the tender - Login to the portal with the username/password - Click the 'PQQs / ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier) - Click on the relevant PQQ/ ITT to access the content. - Click the 'Express Interest' button at the top of the page. - This will move the PQQ /ITT into your 'My PQQs/ My ITTs' page. (This is a secure area reserved for your projects only) -You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ ITT Details' box.
3. Responding to the tender - Click 'My Response' under 'PQQ/ ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) - You can now use the 'Messages' function to communicate with the buyer and seek any clarification - Note the deadline for completion, then follow the onscreen instructions to complete the PQQ/ ITT - There may be a mixture of online & offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page.

If you require any further assistance please consult the online help, or contact the eTendering help desk.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Central Procurement Directorate
Postal address: Clare House 303 Airport Road West
Town: Belfast
Postal code: BT3 9ED
Internet address: www.cpdni.gov.uk

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: CPD will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contracts Regulations 2006 (SI 2006 No 5) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

27.3.2013