
The Fleming Centre Competition

CONFIDENTIAL

INVITATION TO PARTICIPATE IN NEGOTIATION

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Status of this Document

This Invitation to Participate in Negotiation (ITPN) document has been prepared for the purposes of procuring an architect design team for the provision of architectural design and related services for the design of the Fleming Centre, St Mary's Hospital, London.

Participants/Bidders are deemed to fully understand the processes that Imperial College Healthcare NHS Trust (ICHT) are required to follow under relevant UK legislation, particularly in respect to public procurement rules. Participants/Bidders are reminded that they will not have the opportunity to revise their offer following submission of their Final Tender(s), as the Client can, pursuant to The Public Contracts Regulations 2015, only clarify, specify or fine-tune a tender following formal submission.

1. INTRODUCTION

Imperial College Healthcare NHS Trust ("ICHT", the "Authority") is issuing this invitation for the procurement and appointment of an Architectural Design Team for The Fleming Centre, St Mary's Hospital, London. This procurement will be run via a Competitive with Negotiation procedure under the Public Contracts Regulations 2015 ("PCR"). The purpose of this procurement exercise is for the Imperial College Healthcare NHS Trust (ICHT) to appoint an architectural design team to provide architectural and supporting specialist design services covering RIBA Stages 2-7 for their Fleming Centre project located at The Bays site, St Mary's Hospital, London.

Imperial College Healthcare NHS Trust is seeking submissions for an Invited Design Competition from architect practices with exceptional design skills in order to deliver a world class, state of the art medical research centre.

The Fleming Centre (the 'Centre'), a collaborative initiative between the Trust and the College, will be a major new contributor to the UK's vision that by 2040 antimicrobial resistance (AMR) will be effectively contained, controlled, and mitigated. It will be a place of discovery, innovation and, above all, the place that drives global change, from the birthplace of antibiotics. The Centre will be one of many globally, representing a key component of a wider international initiative to shift the needle in AMR.

To do this effectively, the Centre will powerfully combine four major strands of activity:

- world class scientific and clinical research
- on-site public engagement
- convening of policy and regulatory work
- innovative behaviour science

Crucially, all of the Fleming Centre's activities will take an approach of public and patient involvement and engagement (PPIE), because science cannot solve the AMR crisis alone – it needs to be working *with* society to drive change. Co-locating AMR scientific research, policy, and public engagement in this way is unique and essential if the Fleming Centre is to drive global action.

The Centre's global ambitions and culture of engagement and involvement will require flexible and welcoming convening spaces to mix, meet, and collaborate. It will include spaces not only to share with the local community, but engage them in the pioneering work being conducted. It will involve spaces to gather and convene with international partners, researchers and other professionals both face-to-face and virtually.

2. BACKGROUND TO THE PROJECT

For further information please refer to the Phase One Briefing document.

3. PROJECT AIMS

For further information please refer to the Phase One Briefing document.

4. THE SITE

4.1. Location

Please refer to Phase One Briefing Document for further information.

4.2. Topography and Ground Conditions

Topographical survey information will be provided to shortlisted teams.

5. Accommodation Requirements

Please refer to the phase one briefing paper for the list of requirements.

6. Site Masterplanning

Please refer to the RIBA Stage 1 design report.

7. GENERAL DESIGN CONSIDERATIONS

Please refer to the briefing information for further detail on the general design considerations. Bidders attention is drawn to the heritage context of the existing of the existing site, and how the new facility will interact with its surroundings and public realm considering the fundamental public engagement requirements.

Section 12 - Supporting information itemises the documents which will be made available to shortlisted teams.

8. SUSTAINABILITY

Please refer to the Phase One Briefing Document

9. UTILITIES & SERVICES

Further details to be provided to shortlisted teams as above.

10. BUDGET

The estimated build cost is GBP £30M excluding professional fees, personnel costs, non-works costs, equipment, fit-out and VAT.

11. ANTICIPATED PROJECT PROGRAMME

The anticipated programme is as follows:

| Task Name | Start Date | Finish Date |
|--|------------|-------------|
| RIBA Stage 1 – Initiation & Validation | 18/12/24 | 26/02/25 |
| RIBA Stage 2 – Concept Design | 26/02/25 | 16/07/25 |
| RIBA Stage 3 – Developed Design | 16/07/25 | 17/12/25 |
| Submit Planning Application | 28/01/26 | 28/01/26 |
| Third Party Engagements | 26/02/25 | 15/07/26 |
| Contractor Procurement – First Stage | 12/03/25 | 19/11/25 |
| PCSA Appointment | 19/11/25 | 19/11/25 |
| RIBA Stage 4 – Technical Design & Second Stage Procurement | 17/12/25 | 14/10/26 |
| Decant, Demolition & Enabling Works | 17/12/25 | 14/10/26 |
| Award Main Contract | 14/10/26 | 14/10/26 |
| RIBA Stage 5 – Main Construction Works | 14/10/26 | 08/11/28 |
| RIBA Stage 6 – Practical Completion | 08/11/28 | 08/11/28 |
| Client Fit Out, Migration & Occupation | 11/10/28 | 17/01/29 |

12. SUPPORTING INFORMATION

The following supporting information will be available for shortlisted design teams to download from RIBASubmit:

- Scope of Services
- Topographical survey
- PPA Advice Note (Westminster City Council)
- Site Logistics Study
- RIBA Stage 1 Design Study Report

Tender Documentation

- Appendix 1: Form of Tender (Word format, to be completed as part of Tender return)
- Appendix 2: Certificate of Non-Collusion
- Appendix 3: Declaration of Authorship form (Word format, to be completed as part of Tender return)
- Appendix 4: Scope of Services

COMPETITION CONDITIONS

13. INTRODUCTION

RIBA Competitions has been appointed to manage and administer the selection process on behalf of Imperial College Healthcare NHS Trust - the client for the competition.

The aim of this procurement process is for Imperial College Healthcare NHS Trust to select an architect practice for the design of The Fleming Centre, St Mary's Hospital, London.

The procurement process is in accordance with the requirements of the Competitive Procedure with Negotiation (CPN) as set out within Regulation 29 of PCR15. The use of the Competitive Procedure with Negotiation is justified by the technical nature of the Client's requirements, the desire to consider innovative solutions and to allow appropriate engagement with Participants during the development of design proposals in response to the initial design brief.

Following the Selection Questionnaire phase, a shortlist has been identified to be invited to take part in the Competitive Procedure with Negotiation. This formal invitation to Participate in Negotiation (ITPN) is being issued to Participants and represents the first stage of the Competitive Procedure with Negotiation.

The shortlisted teams (in alphabetical order) are as follows:

1. TBC
2. TBC
3. TBC
4. TBC
5. TBC

14. ELIGIBILITY AND ARCHITECT DESIGN TEAM

As determined at the Selection Questionnaire phase, each design team must include an architect who has the right to practice in the country where he/she is qualified or in the country where they currently reside or practice.

The design team should also include the following supplementary services relevant to this commission:

- Principal Designer (BSA)
- Lab Planner (required for design of CL2 and CL3 lab design).
- Exhibition Designer
- Accessibility and Inclusion Consultant
- Interior (FFE) Design

-
- Landscape Architect
 - Wayfinding and Signage Consultant

Where the practice does not have the requisite in-house experience to provide these supplementary architectural services they may wish to sub-contract them to suitable third parties appointed directly by the architectural practice required services

For the sake of clarity, separate procurement processes are being undertaken for all other design disciplines including:

- Project Manager
- Quantity Surveyor
- Structural Engineer
- Mechanical, Electrical and Public Health (MEP) Engineer
- Principal Designer (CDM)

15. OVERVIEW OF THE COMPETITIVE PROCEDURE WITH NEGOTIATION

Invitation to Participate in Negotiation

This negotiation will require shortlisted teams to outline their proposals for design; their approach to the project; cost and working with the client body and other stakeholders to achieve the aspirations for the project. It is envisaged that the negotiation phase will be restricted to design related considerations and limited to a defined period and meetings as per the timetable set out in **Section 16**.

The client hopes that all shortlisted teams will take part in subsequent stages of the process. However, the client must reserve the right to successively reduce the number of solutions to be discussed via the application of the appropriate Award Criteria.

Invitation to Submit Final Tenders

Remaining participants will be asked to submit Final Tenders and design concepts based on the solutions presented and specified during the negotiation stage. It is currently proposed that Final Tenders must be submitted no later than **12.00 midday on 13th November 2024**.

The evaluation process will conclude with each design team being invited to make a presentation and answer questions from the Evaluation Panel at a final interview.

No member of the Evaluation Panel, employees of the client group, their advisers, or any third party connected to this procurement (including any partners, close associates or employees of them) shall be eligible to compete or assist a team.

16. TIMETABLE

The timetable (which may be subject to alteration) is as follows:

| Activity | Estimated Date |
|--|--|
| Brief and SQ available | 8 th July 2024 |
| Latest date for queries relating to the SQ | 24 th July 2024 |
| Deadline for receipt of SQ returns | 7th August 2024 |
| Evaluation of SQ returns | 8 th – 30 th August 2024 |
| Shortlisted teams notified and unsuccessful candidates notified | w/c 2 nd September 2024 |
| Issue of ITPN and supplementary information for shortlisted teams | 4 th September 2024 |
| Briefing session and site visit for shortlisted teams | w/c 9 th September 2024 |
| Design approach workshop meeting | w/c 23 rd September 2024 |
| Latest date for general clarification queries relating to the ITPN | 4 th October 2024 |
| Responses to general clarification queries in relation to the ITPN issued | 11 th October 2024 |
| Issue of ITSFT | 16 th October 2024 |
| Deadline for general clarification queries in relation to the ITSFT | 30 th October 2024 |
| Responses to general clarification queries in relation to the ITSFT issued | 6 th November 2024 |
| Deadline for submission of Final Tenders (with design concepts) | 13th November 2024 |
| Tender Evaluation commences | 14 th November 2024 |
| Final interviews and presentations | w/c 25th November 2024 |
| Issue of Intention to Award Contract | 18 th December 2024 |
| Standstill period | 10 days |
| Confirmation of Contract Award | w/c 6 th January 2025 |
| Public Announcement of Result | January 2025 |

| | |
|--|--|
| | |
|--|--|

The timetable is indicative only and the client reserves the right to change it at its discretion. Details of specific dates, times and venues will be communicated to participants by RIBA Competitions. Participants will be notified of any changes made to the timetable.

17. GROUP BRIEFING SESSION AND SITE VISIT

Shortlisted teams will be given the opportunity to attend a group site visit and open briefing session to be held on w/c 9th September 2024. Further information will be provided to shortlisted teams. This will provide teams with an opportunity to visit the site and meet key client representatives to learn more about their aspirations for the project. A maximum of three attendees may attend the briefing session per team. General questions and answers will be documented, with formal responses issued to all teams, together with those submitted in response to the subsequent written question deadline.

18. CLARIFICATION QUESTIONS IN RELATION TO THE ITPN

Questions for clarification should be submitted via email to riba.competitions@riba.org by 17.00hrs on 30th October 2024. The intention will be to issue a Clarification Memorandum based on all submitted questions to all participating teams by 6th November 2024. Advice arising from queries will be circulated to all parties involved in the selection process where doing so is in the interest of maintaining transparency and fairness in the procedure, and would not constitute a breach of commercial confidentiality.

19. DESIGN APPROACH WORKSHOP

It is anticipated that shortlisted teams will have the opportunity to meet individually with Client representatives in a Design Approach Workshop. Meeting arrangements to be confirmed.

The Design Approach Workshop will be attended by Client representatives. In addition, a representative from RIBA Competitions will attend as an observer. In the event of a project team representative or one of its advisers being unable to attend the relevant workshop through illness or any other cause, the Client - in consultation with RIBA Competitions - will reserve the right to appoint an alternative member.

Each workshop will be up to 1hr in duration. Participants will be required to make a short presentation on their progress to date but will be free to structure the workshop as they see fit to enable them to get the best out of the session and raise briefing and design questions.

The Award Criteria set out in **Section 24.2** have a criterion relating to "Proposed team structure and ability to work in partnership with the Client (and its stakeholders) as demonstrated through the overall approach, design approach workshop and presentation at interview". The Client intends to use the Design Approach

Workshop as part of the evaluation of this criterion. Participants should note that the Client is not in this context evaluating the design proposals put forward by Participants and accordingly they should not feel constrained in terms of exploring solutions with the Client. The Client does, however, intend to take into account as part of the overall evaluation how the Participant's team interact with each other and how they interact with the Client's team.

The workshops will be confidential to individual Participants, with the exception of any general clarifications where circulating advice arising from queries will be in the interest of maintaining transparency and fairness in the procedure and would not constitute a breach of commercial confidentiality.

19.1 Successive Reduction in Number of Solutions to be Discussed

Although not currently the intention, the client will reserve the right to successively reduce the number of solutions to be discussed via the application of the appropriate Award Criteria. If the client intends to do this, supplementary instructions to Participants will be issued.

19.2 Withdrawal from the Procurement Process

Participants may decline to take part in the Competitive Procedure with Negotiation, but should they choose not to participate, they should inform the Client promptly and outline their reasons for doing so. They should also ensure to destroy all hard and electronic copies of documentation and information made available to them, including any supporting information downloaded from RIBA Competitions' digital portal.

20. INVITATION TO SUBMIT FINAL TENDERS AND BID DELIVERABLES

It is anticipated that teams invited to submit Final Tenders will be required to submit the material outlined below. The submission should outline the team's approach including its understanding of the Client's requirements and how it would work with Client representatives and other stakeholders to realise the Client's aspirations for the Fleming Centre. The submission should respond to and provide sufficient detail for the Criteria outlined in **Section 24.2** to be evaluated.

There are six elements to the Tender return which are outlined below. Teams should note that the submission is electronic only and a summary of the submission requirements is tabled in **Section 21**.

20.1 A1 DESIGN BOARDS AND CONTENTS

The design concept for the new development should be presented digitally on the equivalent of 3 x A1 sheets. Each design sheet should be contained within single PDF files of <15Mb each.

The design concept should be illustrated in a clear and succinct manner to enable Evaluation Panel members to readily understand the essence and design drivers behind the proposals.

The sheets should be composed as follows:

Sheet 1

- Contextual site plan at 1:500 depicting the main features and organisation of the scheme. This should include
- Contextual visualisations illustrating the main characteristics of the proposal and its relationship within its setting, proposed material palette etc.
- Illustrations showing the look and feel of the interior and external spaces, with views into and out of the building/s

Sheet 2

- Diagrams, sketches, images and supporting text to outline the key drivers behind the proposals, together with details on the major structure and proposed approach to sustainable building design.
- Elevations and sections at 1:200 (minimum) to depict key aspects of the scheme such as elevational detail and proposed material palette
- Floor plans at 1:200 (minimum) illustrating proposed floor layouts, adjacencies, organisation and flow within the building/s

Sheet 3

- Plans, drawings and visualisations depicting the organisation, look and feel of the proposed scheme

20.2 DESIGN REPORT AND CONTENTS

A short accompanying design report (maximum 20 single sides of A4, or double-side equivalent) including any explanatory sketches and drawings should be prepared to summarise/expand on the material presented on the A1 sheets. This report should be contained within a single PDF file of <20Mb. The report should be collated and laid out to address the points below in the order indicated:

- a) Description of the design proposal outlining how the proposed design approach addresses the outline brief and the aspirations for the Fleming Centre;
- b) Structural design, sustainability and building services strategy: Please provide an outline of the proposed structural strategy for the building and its integration with services to deliver a sustainable project as referenced in the Competition Briefing Document.

-
- c) Specification. Please provide a brief description of the key components, proposed palette of materials, finishes and the reasons for selection.
 - d) Proposed team structure, respective roles, responsibilities and key personnel (including consultants from other design disciplines) that would be involved in developing the design proposals, together with method of proposed working and engagement with the Client and its stakeholders. In addition please outline your approach to diversity and the integration of inclusivity in all areas of working on this project
 - e) How you will meet the social value requirements
 - f) Colour reductions of the A1 design sheets should be incorporated at A3 size.

General note:

The A1 sheet reductions, together with the contents page, front and rear covers to the report, shall be additional to the 20-side limit. The Evaluation Panel will expect key personnel identified to be present at the Final Interviews.

20.3. OUTLINE SPECIFICATION OF MATERIALS & DESIGN WITHIN CONSTRUCTION COST ENVELOPE

Fully costed schemes will not be required as part of the tender return, but teams will be expected to address the potential ability of the proposals to be delivered within the estimated GBP £30m build cost envelope which excludes professional fees, personnel costs, non-works costs, equipment, fit-out and VAT.

Bidders are also required to demonstrate the buildability of their proposals, with specific regard to the structural feasibility of their designs within the context of the site.

20.4. Schedule of Fees / Pricing Schedule

At the conclusion of the competition a design led team will be selected on the basis of a preliminary concept and an appropriate design approach.

It is the Trust's intention to appoint the successful architect firm, to develop the design proposals up to RIBA Stage 7.

The Trust reserves the right not to proceed beyond the competition phase in the event that no one scheme meets the requirements and aspirations set for the competition, but all honorarium payments as indicated will be awarded.

A Fee Proposal (fixed sum, exclusive of VAT) should be submitted to cover the cost of the architect design team developing the proposals broken down into RIBA work stages within the fee template provided.

The successful architect will be appointed under the NEC4 Professional Services Contract.

It is envisaged that the design team will be appointed directly by the ICHT up to the end of RIBA stage 4, at which point they will be novated to the main contractor.

20.5. Publicity Images

Up to three images should be provided for potential future media-use purposes. The images should be representative of the ideas proposed and be readily identifiable as such. Each image should be submitted in JPEG format with high (300dpi) and low (72dpi) resolution versions of each image.

20.6. Completed Tender Forms

20.6.1. Bidders shall complete the **Form of Tender** attached at **Appendix 1** and submit it with the remainder of the bid deliverables.

20.6.2. Bidders shall complete the **Certificate of Non-Collusion** attached at **Appendix 2** and submit it with the remainder of the bid deliverables.

20.6.3. The **Declaration of Authorship** form attached at **Appendix 3** should be duly completed and submitted with the remainder of the bid deliverables. Signing the form acknowledges authorship of the scheme and intellectual property of the design concepts presented.

20.6.4. Confirmation of Insurance –Bidders will have self-certified the required levels of Public liability, Employer’s Liability and Professional Indemnity insurance are either in place or to be obtained in their SQ.

21. SUBMISSION METHOD

The submission return requirements are summarised in the table below and the instructions given in **Sections 20.1 to Section 20.6**. For a return to be valid, the submission must be received by the **12.00 midday (BST) deadline on Wednesday 13th November 2024**.

| Section Ref. | Item | Submissions should be uploaded via RIBA Submit the digital submission portal |
|--------------|---|--|
| 20.1 | 3 x A1 design sheets | PDF version of each board (each of <15Mb file size) |
| 20.2 | A4 Design report | PDF format (single file of entire report, of <20Mb size) |
| 20.3 | Outline Specification of Materials & Design within Construction Cost Envelope | As per requested within the Cost Breakdown document provided in Appendix 4 |
| 20.4 | Schedule of Fees | As per requested |
| 20.5 | Publicity images | 3x representative scheme images, JPEG format at 72dpi and 300dpi |

| | | |
|------|------------------------|---|
| 20.6 | Completed Tender Forms | Form of Tender Certificate of Non-Collusion Declaration of Authorship |
|------|------------------------|---|

21.1. SUBMISSION OF REQUIRED DOCUMENTS

The required documents must be submitted via RIBA Competitions' digital submission portal (RIBASubmit). The file name should consist of the practice name and item description, for example:

- Practice Name_Sheet 1.pdf
- Practice Name_Design Report.pdf
- Practice Name_Image1 LowRes.jpg etc

A unique link for this purpose will be emailed to each team. Teams are strongly advised to familiarise themselves with the submission portal and allow sufficient time for their design material to successfully upload prior to the submission deadline. The Trust and RIBA Competitions will not be responsible for any files that are delayed or corrupted during transmission. The portal will not accept any material to upload once the submission deadline has expired.

22. EVALUATION PANEL

To ensure the design concept selected to take forward is as creative and innovative as possible, whilst responding to the opportunities and constraints of the site and the wider local context, an experienced Panel will evaluate the submitted material. The Evaluation Panel is expected to comprise:

| Name | Affiliation |
|---------------|---|
| Jo Wright | RIBA Architect Adviser, Perkins and Will |
| Lisa Jamieson | Public engagement consultant, formerly Head of Engaging Science at Wellcome |
| Lord Darzi | Chair of Fleming Initiative |
| David Halpern | Director, CEO Behavioural Insights Team |
| TBC | Westminster City Council |

The Evaluation Panel reserves the right not to make an appointment if a consensus cannot be reached.

The final evaluation panel may include additional or different members, the details of which will be confirmed in the final issue of the ITPN document. In the event of a Panel member being unable to act through illness or any other cause, the partners, in consultation with RIBA Competitions, reserves the right to appoint a replacement or reduce the number of Panel members as required.

23. FINAL INTERVIEWS AND PRESENTATIONS TO THE EVALUATION PANEL

Teams will be invited to outline their design proposals to the Evaluation Panel at an interview, scheduled to be held on w/c 25th November 2024.

It is anticipated that each team will be asked to give a 25-minute (maximum) presentation of their proposals, which will be followed by up to 35 minutes of questions from Panel members. Timings will be strictly adhered to. Time slots will be assigned randomly by RIBA Competitions. Interviews are likely to be held at (venue to be confirmed in the final ITPN) however final arrangements will be provided in due course.

The Evaluation Panel will expect key individuals who would be involved in the design development of the project to be present and contribute to the interviews.

Teams should use the presentation to explain and clarify the drivers behind the proposals, how the design approach addresses the Client bodies' aspirations for The Fleming Centre and responds to the requirements set out in the Brief. Panel members may seek clarification on any issues that are unclear from their initial appraisal of the submission return, which may include questions on the proposed design approach, team structure and costs. Careful consideration should therefore be given to the team members (**maximum 5 people**) who attend the interview and their ability to answer questions from the Evaluation Panel.

24. EVALUATION AND IDENTIFICATION OF PREFERRED BIDDER

24.1. Compliance

Prior to the detailed scoring of bids, an assessment of the Bidders' responses to the competition deliverables will be made to ensure sufficient information at the required standard has been provided as requested. Bids which are substantially incomplete or which are non-compliant with the requirements set out in this ITPN may be rejected. The Trust reserves the right to call for information from Bidders to clarify their bid responses.

24.2. Award Criteria

The aim of this procurement is for Imperial College Healthcare NHS Trust to select a preferred architect design team on the basis of design, value and potential deliverability within the budgetary constraints identified.

Following compliance checks, each bid will be evaluated and scored against the criteria and weightings set out below and Bidders will be ranked in line with their scores.

| AWARD CRITERIA | | WEIGHTING | |
|----------------|--|-----------|----------------|
| 1. | Overall quality & architectural distinction of the design concept, including appropriateness of proposed response to the site, its constraints & opportunities and deliverability within the stated budget | 40% | Quality 80% |
| 2. | Response to the Brief, understanding of client expectations & the proposal's ability to meet the vision & requirements for this project within the stated budget | 35% | |
| 3. | Proposed team structure and ability to work in partnership with the Client (and its stakeholders) as demonstrated through the overall approach, design approach workshop and presentation at interview | 15% | |
| 4. | <p>Social Value – as the Trust is committed to the principles of the Social Value Act please demonstrate how the following aspects will be incorporated into your proposal and the successful delivery of the contract.</p> <p>Please explain and demonstrate, utilising previous projects and experience including targets and measures adopted, how you will, in the course of this contract, both directly and through the development proposals, deliver against relevant* Social and Environmental Value objectives on this scheme.</p> <p>More specifically, how you will:</p> <ul style="list-style-type: none"> • Create opportunities for ICHT's most disadvantaged stakeholders both directly over the course of the contract and through the proposed development in the long term. • Reduce your carbon impact, including a timetable. • Support apprenticeships. • Help attract under-represented groups into your profession. • Help the Trust to meet its own Social and Environmental Value commitments and upskill Trust staff. <p>Bidder guidance: Bidders should describe:</p> <ul style="list-style-type: none"> • A realistic and believable approach to increasing diversity, with effective measures in place over the course of the architect's appointment. • A credible and timed plan to reduce your carbon impact. • A realistic approach to supporting apprenticeships, both directly and via contractors or consultants appointed on the development. • A realistic approach to supporting inclusion of disadvantaged Trust stakeholders, both directly and via contractors or consultants appointed on the development. • An understanding of the ways in which the masterplan development can address relevant Social and Environmental Values priorities, and a plan to achieve that. • An understanding of how the architectural services might help the Trust with its own Social and Environmental Value and upskill Trust staff. | 10% | |
| 5. | Submission of a competitive fee proposal (broken down per RIBA work stage) whilst demonstrating a sufficient level of resourcing to deliver the quality and scope of design services required | 100% | Price 20% |

Evaluation Criteria [1] to [4] will be assessed based on Panel members' understanding of the submitted material, reports and the presentations by each team.

The Financial Element of the tender return will be evaluated separately by the project Quantity Surveyor.

24.3. Evaluation Methodology

Bidders should note that an appointment will not necessarily be made on the basis of the lowest tender offer, but on the criteria stipulated within **Section 24.2** - i.e. Bids will be evaluated both technically and financially. The award of contract will be based on the Most Advantageous Tender to the Client Group in terms of the criteria, which will be applied to each bidder's submission in its entirety.

The following scoring guide will be used to evaluate the bids against the Evaluation Criteria.

| Score | Definition | Criteria for awarding score |
|-------|-------------|--|
| 0-2 | Poor | The response demonstrates a definite lack of relevant track record/relevant experience (both of the organisation and individuals) in delivering the Architectural role. Trust would have no confidence in selecting the bidder. |
| 3 | Acceptable | The response demonstrates an acceptable relevant track record/relevant experience (both of the organisation and individuals) in delivering the Architectural role. |
| 4-5 | Good | The response demonstrates a good relevant track record/relevant experience (both of the organisation and individuals) in delivering the Architectural role. |
| 6-7 | Very Good | The response demonstrates a very good relevant track record/relevant experience (both of the organisation and individuals) in delivering the Architectural role. |
| 8-9 | Outstanding | The response demonstrates an outstanding relevant track record/relevant experience (both of the organisation and individuals) in delivering the Architectural role. |
| 10 | Exceptional | The response demonstrates an exceptional relevant track record/relevant experience (both of the organisation and individuals) in delivering the Architectural role. |

In applying the above scoring scale, each bid will be evaluated according to its quality and deliverability. The term 'quality' in this context refers to fitness for purpose and therefore covers any aspect of a submission that affects the performance of the contract. 'Deliverability' refers to the likelihood that all aspects of a particular submission (including time and cost) could in fact be delivered by the Bidder concerned.

Scores awarded for the purposes of determining a final award decision will take into consideration discussions and explanations of proposals provided at the final interview and presentation.

25. Honorarium

Each participant invited to submit a Final Tender who then submits a compliant tender and makes a presentation at the clarification interview will receive an honorarium payment of GBP £15,000 (+VAT). However in the event that the Client carries out deselection on conclusion of the negotiation phase, teams who participated in the interim design workshops in accordance with the ITPN but were not invited to submit a Final Tender will receive an honorarium of £6,000 (+VAT). The client will undertake to make the honorarium payments within 30 calendar days of the final interviews and on receipt of an invoice which should be submitted to RIBA Competitions. No payments will be made in respect of the SQ phase.

26. Copyright

The ownership of copyright in the work of all bidders will by default remain with the bidder or other author of the work, as per the Copyright, Designs and Patents Act 1988.

27. Publicity and Announcement of Result

Participating bid teams will be required to maintain confidentiality throughout the selection process and not identify the name of successful or unsuccessful bidders to any third parties until after the Standstill Period and any other embargoes have elapsed, and an official announcement of the result has been made. Imperial College Healthcare NHS Trust and RIBA Competitions reserve the right to publicise the project and the result in any way or medium they consider fit for the purposes of publicity associated with the competition. Illustrations of any design - either separately, or together with other designs, with or without explanatory text - may be used without cost. This may include exhibition of the proposals submitted by all participating bidders, or just the winner of the competition.

Once any anonymity restrictions or embargoes have been lifted, authors of all proposals will be duly credited and recognised in all associated media publicity.

28. Appointment and Post-Competition Commitment

It is the Trust's intention to appoint the successful architect firm through RIBA stages 2 to 7. It is envisaged that the design team will be appointed directly by the ICHT up to the end of RIBA stage 4, at which point they will be novated to the main contractor.

However, they reserve the right not to proceed beyond the competition phase in the event that no one scheme meets the requirements and aspirations set for the competition, but all honorarium payments as indicated will be awarded.

On appointment the architect firm shall have in place the following insurance levels as a minimum for each individual claim:

| | |
|----------------------------------|----------|
| Professional Indemnity Insurance | GBP £10m |
| Public Liability Insurance | GBP £10m |
| Employer's Liability Insurance | GBP £10m |

29. Soliciting of Information

Members of the Evaluation Panel, Client representatives, their advisers, or any third party directly connected to the procurement should not be solicited for information as this could lead to disqualification from the selection procedure.

30. Enquiries

All enquiries regarding the design concept and tender phase of the competition should be submitted via email to riba.competitions@riba.org and contain 'The Fleming Centre' in the 'subject' header line.

RIBA Competitions

+44 (0)20 7307 5355

E: riba.competitions@riba.org

APPENDIX 1: FORM OF TENDER
FORM OF TENDER FOR PROVISION OF ARCHITECTURAL DESIGN AND RELATED SERVICES FOR
THE FLEMING CENTRE, PADDINGTON

TENDER DUE IN BY: 12.00 MIDDAY 13th November 2024

| | |
|------------------|-------------------------------|
| Name: | [INSERT NAME] |
| Position: | |
| Address: | [INSERT FULL COMPANY ADDRESS] |
| | |
| Date: | [INSERT DATE] |

UNCONDITIONAL AND IRREVOCABLE OFFER TO IMPERIAL COLLEGE HEALTHCARE NHS TRUST IN RESPECT OF THE FLEMING CENTRE

I/We the undersigned return this Tender and acknowledge that we are bound by our proposals submitted pursuant to the Tender (receipt of which is also acknowledged) of which the following form part, all duly completed in full where appropriate:

| Section Ref. | Description | Names of file uploaded to RIBASubmit |
|---------------------|--|---|
| 20.1 | A1 Design Sheets | |
| 20.2 | A3 Design Report | |
| 20.3 | Outline Specification of Materials | |
| 20.4 | Schedule of Fees / Pricing Schedule | |
| 20.5 | Publicity Images | |
| 20.6 | Completed Tender forms: Form of Tender Certificate of Non-collusion Declaration of Authorship | |
| | | |
| | | |
| | | |

AGREE

- a) that this tender and any contract arising from it shall be subject to the Terms of Tender, Conditions of Contract and any Supplementary Conditions of Contract issued with or referred to in the Invitation to Tender; and
- b) to supply goods / services of the exact quality, sort and price specified in the Invitation to Tender in such quantities, to such extent and at such times and locations as ordered; and
- c) that this tender is made in good faith and that we have not fixed or adjusted the amount of the tender by or in accordance with any agreement or arrangement with any other person.

We certify that we have not and we undertake that we will not

- a) communicate to any person other than the person inviting these tenders the amount or approximate amount of the tender, except where the disclosure, in confidence, of the approximate amount of the tender was necessary to obtain quotations for the preparation of the tender, for insurance purposes or for a contract guarantee bond;
- b) enter into any arrangement or agreement with any other person that that person will refrain from submitting a tender or as to the amount of the tender to be submitted.

Dated this day of

| | |
|---|--|
| Signed for and on behalf of the Bidder: | |
| Signed: | |
| Position / Status: | |
| Bidder's Name: | |
| Address: | |
| | |

| | |
|---|--|
| Signed for and on behalf of the Bidder: | |
| Signed: | |
| Position / Status: | |
| Bidder's Name: | |
| Address: | |
| | |

[PLEASE PRINT OUT THE FORM OF TENDER, SIGN, SCAN AND UPLOAD THE COMPLETED DOCUMENT AS PART OF YOUR TENDER]

APPENDIX 2: CERTIFICATE OF NON-COLLUSION
Certificate as to Bona Fide Tender / Collusive Tendering

To

The essence of Tendering is that Imperial College Healthcare NHS Trust shall receive bona fide competitive Tenders from all persons bidding. In recognition of this principle;

I/We certify that this is a bona fide Tender, intended to be competitive and that I/We have not fixed or adjusted the amount of the Tender or the rates and prices quoted by or under or in accordance with any agreement or arrangement with any other person.

I/We also certify that I/We have not done and undertake that I/We will not do at any time any of the following acts:

- a) communicate to a person other than the Client the amount or approximate amount of my/our proposed Tender (other than in confidence in order to prepare a joint submission or to obtain insurance premium quotations required for the preparation of the Tender),
- b) enter into any agreement or arrangement with any other person that he shall refrain from bidding or as to the amount of any Tender to be submitted,
- c) offer or agree to pay or give now or in the future any sum of money, inducement or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done or offering to do in relation to any other Tender or proposed Submission for the goods / service or current or future commercial/personal relationship any act or omission.

In this certificate the word **person** includes any person and anybody or association, corporate or incorporate and **any agreement or arrangement** includes any such transaction, formal or informal and whether legally binding or not.

| | |
|-----------------------|--|
| Signed (1): | |
| Status: | |
| Signed (2): | |
| Status: | |
| For and on behalf of: | |
| Date: | |

[PLEASE PRINT OUT THE CERTIFICATE OF NON-COLLUSION, SIGN, SCAN AND UPLOAD THE COMPLETED DOCUMENT AS PART OF YOUR TENDER]

APPENDIX 3: DECLARATION OF AUTHORSHIP FORM (AND PARTNERSHIP DECLARATION)

Selection Of Architect Design Team For: The Fleming Centre, Paddington, London

| | |
|-------------|-----------------------|
| Design Team | [INSERT COMPANY NAME] |
|-------------|-----------------------|

DECLARATION:

1. We agree to permit free publication and/or exhibition of our design proposals - subject to [2] below.
2. We agree to continue to maintain strict confidentiality in respect of the Fleming Centre, to not identify ourselves as a successful or unsuccessful participant, nor independently release images of our design proposals to any third parties, web sites or social media outlets prior to an official announcement being made and/or related embargoes lifted. Any images issued prior to the conclusion of the procurement process will be co-ordinated by The Trust and/or RIBA Competitions.
3. We declare that the design ideas are our intellectual property, prepared by the constituent design team members for the purposes of participating in the procurement process.
4. It was necessary for us to form an association for the purpose of entering this competition.
5. We declare that a partnership agreement is in existence for the purpose of carrying out the project in the event of the association winning the competition.

Please strikethrough all of [4] and [5] if not applicable.

| | |
|------------------------------------|--|
| Full Name of Authorised Signatory: | |
| Signed: | |
| Date: | |
| Company Name: | |
| Postal Address: | |
| E-mail: | |
| Tel No: | |

This form should accompany the remainder of the design submission material and be submitted in accordance with the instructions given under **Section 21** of the Invitation to Participate in Negotiation document. The deadline for return of the digital and hard copy elements of the submission is **12.00 midday 13th November 2024**. The digital submission portal will not allow uploads after the stated deadline and late entries will not be accepted.