

## PT8 - Tender Award Report

This document is used to summarise the procurement process



Report Title	Expert Witness/Determination Appointment – Ben Jonson House, Barbican Estate
Report Author	Eoin Doyle
Report Date	15/08/2025
Procurement Reference	D.A.

Key Area	Outcome
Purpose of Report	To seek approval for the recommended award of contract for the Expert Witness/Determination on Ben Jonson House, Barbican Estate to Hawkins
Tender Process	Selected Tender
Proposed Provider	Hawkins
Cost (inc. VAT)	£86,350
Potential Risks	Potential failure to make a conclusive decision on questions raised in the ITT Brief

### Detailed Summary

#### 1. Summary

Details of what needs to be approved, and a list of key areas covered by the report

The purpose of this report is to recommend a contractor to undertake the work of providing Expert Witness/Determination to Ben Jonson House on the Barbican Estate. This report will include the proposed contractor and recommendations, evaluation summary, savings, lessons learnt and contract management arrangements.

#### 2. Recommendations

Details of who the contract is to be awarded to, proposed contract term, extensions and other relevant details

The recommendation is to award the contract to Hawkins for a price of £86,350.00 for a contract duration of 2 months.

#### 3. Current Service Provision

Details of current supplier, contract arrangements, expiry dates and potential exit issues.

None.

#### 4. Evaluation Summary

Overview of the tender process including SQ and ITT outcomes; evaluation criteria and weighting, evaluation outcomes including overview of the top 3 ranked suppliers.

**Has the proposed supplier agreed to the terms and conditions? YES**

##### 4.1 Tender Evaluation

Tender Evaluation - Expert Witness/Determination						
Tender Submissions	Weighting	Moderation	Expert Arch. Studio	HKA	Hawkins	Ridge
Technical Score (SQ) %	30%	Moderated	16%	24%	24%	14%
Price Score %	30%		22%	14%	30%	26%
Interview Score %	40%	Moderated	16%	20%	32%	28%
<b>Total Score</b>	<b>100%</b>		<b>54%</b>	<b>58%</b>	<b>86%</b>	<b>68%</b>
<b>Ranking</b>			<b>4</b>	<b>3</b>	<b>1</b>	<b>2</b>
<b>Price</b>			<b>£117,288</b>	<b>£182,382</b>	<b>£86,350</b>	<b>£100,687</b>

Tender documents were issued to five selected consultancy firms on the 4<sup>th</sup> July 2025, listed as follows:

1. Expert Architect Studio
2. HKA
3. Hawkins
4. Ridge
5. JS Held

All tenders were returned on the 28<sup>th</sup> of July 2025 by the tenderers listed above. The Tender evaluation panel consisted of six persons; three Barbican Leaseholders and three Barbican estate staff participated in the evaluation process. The technical responses (SQ) and Interviews were evaluated, scored and moderated by the tender evaluation panel. The evaluation and moderation of the technical responses took place on the 11<sup>th</sup> August 2025 and the Interview of prospective consultancy firms was held all day on the 13<sup>th</sup> August 2025.

JS Held was excluded from the tender evaluation process because their tender was deemed to be non-compliant on the grounds that the conditions of the tender brief had not been satisfied. All the other tender submissions proceeded to tender evaluation and moderation. Following the tender evaluations, the tender submissions were ranked as follows:

1. Hawkins (86%)
2. Ridge (68%)
3. HKA (58%)
4. Expert Architects Studio (54%)

The Hawkins tender submission has achieved the highest score and was fully compliant in terms of price, programme and achieving the requirements of the tender brief. We have no hesitation in recommending the acceptance of their tender.

**5. Savings, efficiencies and benefits**

Pricing overview, including cost type (fixed cost, schedule of rates etc) and cashable and non-cashable savings achieved.

Agreed Pre-tender Baseline:	£100,000.00	Contract Cost:	£86,350
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**6. Lessons Learnt**

Premarket engagement is essential to receive a suitable number of tenders to the Tender exercise.

**7. Contract Management Plan**

Details of persons managing the contract covering roles and responsibilities of individual staff.

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Head of Property Services

**8. Responsible Procurement**

Details of responsible procurement to be delivered by the contractor, and explain which of the RP Commitments will be included in the contract

The lowest tender has committed to Responsible Procurement and Social Value as part of their commitment to the tender brief. They have committed to being a responsible business, committing to use their spending power to drive positive change through their supply chain activities.

**9. Approval Sign Off****Department project lead**

Name	Eoin Doyle
Position	Head of Property Services – Barbican Estate
Date approved	15 August 2025
Comments	None

**Commercial Service**

Name	
Position	
Date approved	

**9. Appendices**