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| **-Request for Quotation (RfQ)** |
| **Ref: LCEI-LJMU-** **085** |
| N.B. This Request for Quotation (RfQ) is being promoted by Low Carbon Eco-Innovatory (LCEI) on behalf of the company stated below as part of their assistance through the UKSPF-funded LCEI project. The company will be solely responsible for all scoring and decision-making processes. |

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| **Name of item/system required** | | Replacement gas boiler plus building plant control system for the Liverpool Playhouse Theatre. | |
| **Company Name** | The Liverpool & Merseyside Theatres Trust Limited | | |
| **Address** | ​​Playhouse Theatre, Williamson Square, Liverpool, L1 1EL​ | | |
| 1. **Background** | | | |
| Liverpool & Merseyside Theatres Trust (LMTT), operating as Liverpool Everyman & Playhouse, is a registered charity and limited company with a mission to harness the power of theatre to inspire, entertain, and drive positive social change. We operate two of Liverpool’s most iconic venues: the Grade II\* listed Playhouse Theatre in Williamson Square and the award-winning Everyman Theatre on Hope Street. Together, they form a nationally recognised cultural institution known for artistic innovation, talent development, and community engagement.  Our vision is to be the most relevant and change-making theatre in the UK—artistically bold, socially impactful, and representative of the communities we serve. We present a diverse programme of world-class touring productions and original work that amplifies Liverpool’s creative voices. Each year, we engage thousands across the Liverpool City Region through performances, artist development, and community programmes, with a strong focus on inclusion and accessibility for underrepresented and marginalised groups.  As part of our commitment to environmental sustainability and operational efficiency, the Trust is seeking to modernise and decarbonise the heating and hot water systems at The Playhouse Theatre. The plant room currently operates three Ideal Imax Xtra F160 gas boilers, which are significantly oversized for the typical levels of demand. The existing control panel is life-expired, and the system lacks the flexibility and efficiency required to meet our evolving needs.  Currently, the system design necessitates running the entire heating circuit simply to provide hot water, due to outdated controls and boiler lockout risks. Additionally, the HVAC system operates independently of boiler activity, resulting in fans running continuously—regardless of heating demand—leading to unnecessary energy consumption.  In 2025, we successfully trialled operating with only two boilers, confirming that reduced capacity can meet our heating requirements. We now aim to:   * **Decommission one of the existing boilers** * **Install a new, appropriately sized boiler dedicated to domestic hot water production** * **Upgrade the control system** to enable intelligent, demand-led operation and integration with HVAC * **Improve system feedback, monitoring** **& reporting** to support ongoing energy management   This project represents a critical step in our broader decarbonisation strategy, reducing our reliance on natural gas, lowering carbon emissions, and aligning with Liverpool City Region’s net-zero ambitions.  Following support from LCEI to decarbonise their business, this item has been identified and funding allocated towards the purchase by the business. | | | |
| 1. **Requirement:** | | | |
| ​As part of our long-term sustainability strategy, Liverpool & Merseyside Theatres Trust is undertaking a comprehensive upgrade of the heating and domestic hot water (DHW) systems at the Playhouse Theatre.  **Existing System Overview:**   * **Three Ideal Imax Xtra F160 gas boilers** (480kW total output) currently serve the entire building. * The system is controlled by a **life-expired simple control system**, offering limited functionality and no integration with HVAC, front end single zone time setting, no remote feedback and only two sensors for the whole building. * **Hot water generation is inefficient**, requiring the full heating system to operate even during low demand periods. * **HVAC fans run continuously**, independent of heating demand, due to lack of interlinked control.   **Project Scope and Technical Objectives:**   1. **Boiler Rationalisation**:    * Decommission and remove one existing boiler (boiler to be stripped for useful spares of remaining boilers on site), removal of existing hot water circulation pumps and associated pipe work.    * Install a new, appropriately sized condensing boiler and associated pipework (approx. 60–80kW) dedicated solely to DHW production for bars, toilets, and showers. New boiler must be selected for reliability, ease of servicing in the future and availability of local UK spare parts.    * Install a new efficient hot water circulation pump with fault/temperature monitoring.    * Ensure remaining existing boilers are optimal for cascade operation for the heating system. 2. **Control System Replacement**:    * Full removal of the existing control panel and associated wiring.    * Install a new, open-source, expandable Building Management System (BMS) capable of:      + Boiler sequencing and load optimisation      + Time and temperature control across multiple heating zones        1. Main building        2. Auditorium – fan control and 3 port valve        3. Workshop fan        4. Circle Bar 3 port valve        5. Foyer overdoor heaters      + Demand-led HVAC control (fans, pumps, valves)      + Demand, fault and status indicators      + Hand, off, auto (HOA) manual switching      + Main panel to have space for future expansion      + Summer and winter season selection      + Remote access, data logging, and energy performance monitoring      + User level control (super user, setpoints, schedule, reporting)      + Monitoring of tank water temperatures for legionella management      + Status monitoring of fans/pumps      + Fault monitoring      + Email functionality      + Plant shutdown linked to the fire alarm      + Automatic gas isolation      + Frost protection      + CO2 monitoring in public areas      + Future integration with low-carbon technologies (e.g. ASHP, solar thermal) 3. **Pipework and Mechanical Works**:    * Making good and adapting existing pipework to suit the new system layout.    * Installation of isolation valves, sensors, and control valves as required.    * Gas isolation slam valve fitted to building supply pipe    * Ensuring existing roof tanks are fit for the future system and associated plant.    * Separation of DHW and heating circuits via plate heat exchangers or buffer vessels (if necessary).    * Insulation to pipework to reduce heat loss and thermal gain 4. **Commissioning and Compliance**:    * Full chlorination and flushing of the system post-installation to ensure water hygiene compliance.    * Comprehensive commissioning of all plant and controls, including performance testing and optimisation. 5. **Documentation and Handover**:    * Provision of detailed **as-built drawings** reflecting all mechanical and electrical modifications.    * Delivery of a complete **Operation & Maintenance (O&M) Manual**, including system schematics, control logic, commissioning certificates, and maintenance schedules.    * Minor works/installation certificates and updated gas safe certificates.   This project is a key milestone in our decarbonisation journey, aligning with Liverpool City Region’s net-zero targets and our own commitment to environmental responsibility. It will deliver measurable reductions in gas consumption, carbon emissions, and operational costs, while enhancing system reliability and user comfort.  The Playhouse Theatre is located within the L1 Pedestrian zone all site deliveries will need to be pre 10AM  ​ | | | |
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| 1. **In your quotation, please provide evidence of your company’s ability to;** | | | |
| 1. Demonstrate value for money (costs): | | | |
| 1. Be able to complete the project by 30/08/2025 in line with LCEI funding regulations: | | | |
| 1. Meet the specification of the required item: | | | |
| 1. Detail why your product is deemed suitable to the company and their requirements specified: | | | |
| 1. Sustainability/ESG credentials of your business operations and more specifically about the product: | | | |
| Please advise in your quotation if a physical visit, by how many people and for how long, to the nominated premises is required to undertake the described work. | | | |
| 1. **Deliverable Timescale:** | | | |
| It is anticipated that this project will commence in | | | [21/07/2025] |
| And be completed by | | | [30/08/2025] |

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| 1. **Indicative Budget:** | | |
| Between £30,000 and £37,000 +VAT | | |
| 1. **Evaluation Criteria: Quotations will be assessed and scored on the following criteria:** | | |
| * **Specification (30%):** The supplier must meet the specification as detailed above. * **Delivery Timescale (30%):** The supplier must demonstrate they can deliver the requirement to timescales above. * **Cost/Value for money (15%):** The supplier must offer value for money. This will not necessarily be the cheapest quote. * **Quality/ Technical Merit (15%):** The supplier must demonstrate they have the technical and professional capability to deliver the requirement. * **Sustainability/ESG (10%):** The supplier must show a commitment to decarbonisation. | | |
| 1. **Scoring Methodology** | | |
| **4 Excellent** | Proposal meets and, in some places, exceeds the required standard. | |
| **3 Good** | Proposal meets the required standard. | |
| **2 Acceptable** | Proposal meets the required standard in most respects but is lacking or inconsistent in others. | |
| **1 Poor** | Proposal falls short of the required standard. | |
| **0 Unacceptable** | Proposal completely or significantly fails to meet the required standard or does not provide the relevant information. | |
| 1. **Proposal Format:** | | |
| Your proposal should clearly demonstrate how it meets the requirements set out above. | | |
| Please provide details of any sub-contractors you will use to deliver this work. | | |
| 1. **Deadline and Submission:** | | |
| **Completed quotations responding to this RFQ must be e-mailed to:**  **Email subject must include the RfQ Code LCEI-LJMU-** **085** | | Business contact email  [LCEI-LJMU-085@everymanplayhouse.com](mailto:LCEI-LJMU-085@everymanplayhouse.com) |
| **No later than 17:00 Greenwich Mean Time on:** | | 11/07/2025 |
| **Date Published:** | 25/06/2025 | |
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| This work is part funded though UKSPF Low Carbon Eco-Innovatory (LCEI). LCEI is a partnership between Liverpool John Moores University and University of Liverpool, funded by the UK Government through the UK Shared Prosperity Fund with the Liverpool City Region Combined Authority as the lead authority. | | |

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| **Conditions of Tender:** |
| Please be aware that there is no regulatory obligation for us to provide feedback if you are unsuccessful. |
| We reserve the right to discontinue this tender process at any time and not award a contract. |
| You will not be entitled to claim from us any costs or expenses which you may incur in preparing and/or submitting your Tender at any stage of this exercise. This applies whether or not your organisation is successful. |

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| **Addendum 1** |
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| **Addendum 2.** |
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| **Project Title:** |
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| **Work Package Stages:** [Break down your requirements into main stages/tasks…] |
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<https://www.ljmu.ac.uk/microsites/low-carbon-eco-innovatory/>

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