



Betsy Grimal's Tower



The Stillhouse

BRIEF

FOR THE APPOINTMENT OF A CONSERVATION CONSULTANT FOR THE REPAIRS WORKS TO THE STILLHOUSE AND BETSY GRIMAL'S TOWER, TAVISTOCK WHICH FORMS PART OF THE 'REDISCOVERING TAVISTOCK ABBEY PROJECT'

Date: **:*:2025

Prepared by ***

OVERVIEW:

The 'Rediscover Tavistock Abbey Project' objectives are wide and diverse; part of which is to ensure the continuous repair and care of the Tavistock abbey remains. Further elements of the project include extensive archaeological investigations, research into the abbey and its life and power and the creation of AV interpretation of the finds and research. They will ensure long term interest both from the local community and visitors, and provide knowledge of the abbey, which until now has been rather piecemeal, and create an educational resource for schools and research. The capital works relating to the repairs will be managed by the Tavistock Town Council who own the two substantial abbey remains which are in need of repair. The Town Council are in partnership with the Tavistock Heritage Trust who will manage the remaining elements.

Tavistock Abbey is a Scheduled Monument SAM 1020401 Betsy Grimbal's Towers is Listed Grade I and is on the At Risk Register, category C (slow decay; no solution agreed). The Stillhouse is Listed Grade II located within the curtilage of the garden of the Bedford Hotel and Tavistock Vicarage garden and borders the abbey's precinct wall abutting the River Tavy. Betsy Grimbal's Tower borders Plymouth Road, the entrance to the Bedford Hotel carpark and the Tavistock Vicarage parking area. Both buildings are in the ownership of the Tavistock Town Council.

Information about the Tavistock Town Council is available on www.tavistock.gov.uk, and the Tavistock Heritage Trust on www.heritageintavistock.org

The objectives are to remove the plant growth from the masonry and to repair/repoint using recognised conservation methods enabling the remains to be open to the public on completion, and ensuring the longevity of the remains. Stabilising works were carried out to Betsy Grimbal's tower in 2024. Recent condition reports have been carried out for both buildings.

Part of the project will be for the Tavistock Town Council maintenance staff, plus interested members of the public, to attend the sites (maximum of 2 days) to learn about the conservation processes and materials from the conservation consultant and the contractor.

METHODOLOGY:

The conservation consultant's submission should include a methodology of how it is intended to meet the principles of the project as described above. The methodology should also set out how progress and findings relating to the dating of elements of the remains to the Town Council and the Heritage Trust will be reported. Such information which will be used to keep the general public abreast of what is happening on site.

OUTCOMES/DELIVERABLES:

Bids are being sought from architects who are specialists in all aspects of historic building conservation, repair and maintenance and are recognised conservation architects/practices, and are AABC and/or accredited RIBA Conservation registered.

Your bid should set out your intentions for the various stages of the project, as recommended by the RIBA from agreeing the extent of the work, obtaining the necessary approvals, preparing the necessary information, including drawings, specifications and schedules of work to enable approved conservation contractors to tender, setting up and managing the contract, and overseeing the works on site. The overall project expects photographs and information to be provided as the works progress to enable an archive of the works to be stored for future public

access. Your bid must include the fee for the advice from an ecologist should nesting birds or other wildlife, be found within the Stillhouse.

Your bid must include your terms of appointment, the service to be provided, what is expected from the client, your fees and expenses and payment schedule, matters relating to copyright, details of Professional Indemnity insurance, and how matters are to be dealt with regarding dispute resolution.

CONTRACT MANAGEMENT:

Three bids are being sought for the conservation consultant in accordance with the funder's requirements.

The timescale for the repair work is:

Appointment of consultant to be confirmed spring 2025.

Tenders to be sought from conservation contractors' autumn 2025.

Repair works to commence spring 2026 with completion before the end of 2026.

The budget for the repairs has been set at £328,600 (excluding VAT).

AWARD CRITERIA:

The maintenance element of the project will be managed by Tavistock Town Council and your bid will be assessed by the Town Council Officers.

The criteria under which bids will be assessed are:

The degree of understanding of the issues relating to the repair and maintenance;

The experience of the consultant to complete the project;

The structure to successfully manage the building contract and deliver the work to the timetable and within the budget;

The proposed fee structure is acceptable.

PROCUREMENT TIMETABLE:

Bids to be sent to ** by email (add address) by the close of business on (add date).

Interviews with the bidders will take place within 2 weeks of the receipt of the bid in person at a date/time to be agreed.



Betsy Grimal's Tower



The Stillhouse

BRIEF

FOR THE APPOINTMENT OF A CONSERVATION CONTRACTOR FOR THE REPAIRS WORKS TO THE STILLHOUSE AND BETSY GRIMAL'S TOWER, TAVISTOCK WHICH FORMS PART OF THE 'REDISCOVERING TAVISTOCK ABBEY PROJECT'

Date: **:*:2025

Prepared by ***

OVERVIEW:

The 'Rediscover Tavistock Abbey Project' objectives are wide and diverse; part is to ensure the continuous repair and care of the Tavistock abbey remains. Further elements of the project include extensive archaeological investigations, research into the abbey and its life and power and the creation of AV interpretation of the finds and research. They will ensure long term interest both from the local community and visitors, and provide knowledge of the abbey, which until now has been rather piecemeal, and create an educational resource for schools and research. The capital works relating to the repairs will be managed by the Tavistock Town Council who own the two substantial abbey remains which are in need of repair. The Town Council are in partnership with the Tavistock Heritage Trust who will manage the remaining elements.

Tavistock Abbey is a Scheduled Monument SAM 1020401, Betsy Grimbal's Towers is Listed Grade I and is on the At Risk Register, category C (slow decay; no solution agreed). The Stillhouse is Listed Grade II located within the curtilage of the garden of the Bedford Hotel and Tavistock Vicarage garden and borders the abbey's precinct wall abutting the River Tavy. Betsy Grimbal's Tower borders Plymouth Road, the entrance to the Bedford Hotel carpark and the Tavistock Vicarage parking area. Both buildings are in the ownership of the Tavistock Town Council.

Information about the Tavistock Town Council is available on www.tavistock.gov.uk, and the Tavistock Heritage Trust on www.heritageintavistock.org

The objectives are to remove the plant growth from the masonry and to repair/repoint using recognised conservation methods enabling the remains to be open to the public on completion and ensuring the longevity of the remains. Stabilising works were carried out to Betsy Grimbal's tower in 2024. Recent condition reports have been carried out for both buildings.

Part of the project will be for the Tavistock Town Council maintenance staff, plus interested members of the public to attend the sites (maximum of 2 days) to learn about the conservation processes and materials from the architect and the contractor.

Archaeologists who are part of the Rediscovering Tavistock Abbey Group will visit the sites on occasion to ascertain the age of the stonework once exposed. Samples of mortar will be asked for the enable dating.

METHODOLOGY:

The contractor's tender will be based on the documentation provided by the conservation architect. The successful contractor will be expected to work under (insert type of contract) The conservation architect, who will liaise with the employer will oversee the work on site.

OUTCOMES/DELIVERABLES:

Tenders are being sought from Conservation contractors who are specialists in all aspects of historic building conservation, repair and maintenance and are recognised as such.

CONTRACT MANAGEMENT:

Three bids are being sought in accordance with the funder's requirements.

The timescale for the repair work is:

Tenders to be sought from conservation contractor's in the autumn 2025.

Repair works to commence in the spring 2026 with completion before the end of 2026.

The budget for the repairs has been set at £328,600 (excluding VAT). *Not sure we include this?*

AWARD CRITERIA:

The maintenance element of the project will be managed by Tavistock Town Council and your bid will be assessed by the Town Council Officers.

The criteria under which bids will be assessed are:

The degree of understanding of the issues relating to the repair and maintenance;

The experience of the consultant to complete the project;

The structure to successfully manage the building contract and deliver the work to the timetable and within the budget;

The costing fully responds to the information provided by, and requested by the architect.

PROCUREMENT TIMETABLE:

Tenders to be sent to ** by email (add address) by the close of business on (add date).

Interviews with the bidders will take place within 2 weeks of the receipt of the bid in person at a date/time to be agreed.



Tavistock Abbey seal



Abbye cloister remains

BRIEF

FOR THE APPOINTMENT OF A CONSULTANT FOR THE CREATION OF THE
INTERPRETATION AND AUDIO-VISUAL PRESENTATION WHICH FORMS PART OF
THE '*REDISCOVERING TAVISTOCK ABBEY PROJECT*'

Date: **:*:2025

Prepared by ***

OVERVIEW:

The 'Rediscover Tavistock Abbey Project' objectives are wide and diverse; part of which is to ensure the continuous repair and care of the Tavistock abbey remains. Further elements of the project include extensive archaeological investigations, research into the abbey and its life and power and the creation of AV interpretation of the finds and research. They will ensure long term interest both from the local community and visitors, and provide knowledge of the abbey, which until now has been rather piecemeal, and create an educational resource for schools and research. The interpretation and AV presentation element will be managed by the Tavistock Heritage Trust. The Town Heritage Trust are in partnership with the Tavistock Tavistock Town Council who will manage the repairs to the abbey remains.

Information about the Tavistock Heritage Trust is available on www.heritageintavistock.org, and the Tavistock Town Council on www.tavistock.gov.uk.

The aim of the interpretation and AV is to bring together the research carried out by volunteers. The information will include details of the life and time of the abbey from Saxon times to the its dissolution in 1539, its local and regional power, its abbots, its impact on local agriculture, mining, education and printing. The project's archaeological element will provide updated information on the abbey's buildings. This information is to be displayed on panels on surfaces in areas agreed within the Guildhall Heritage Centre and Tavistock Museum, as well as a touch screen.

METHODOLOGY:

The consultant's submission should include a methodology of how it is intended to meet the principles of the project as described above including methods of display, AV content and extent of interaction which will be accessible to the public.

OUTCOMES/DELIVERABLES:

Bids are being sought from consultants who are specialists in providing such displays in museums and other such heritage centres.

Your bid should set out your intentions for the various stages of the project, and should include what service will be provided as the interpretation progresses, an idea of how you see the interpretation and what materials and equipment you consider should be included, installing the approved scheme and overseeing the works on site.

Your bid must include your terms of appointment, the service to be provided, what is expected from the client, your fees and expenses and payment schedule, matters relating to copyright, details of Professional Indemnity insurance, and how matters are to be dealt with regarding dispute resolution.

CONTRACT MANAGEMENT:

Three bids are being sought in accordance with the funder's requirements.

The timescale for the interpretation work is:

Appointment of the graphics company - to be confirmed autumn 2025.

Work with the Rediscovering Tavistock Abbey Project Group and the Tavistock Heritage Trust to determine the material provided by the researchers and the archaeologists to be incorporated within the interpretation - from the end of 2025 onwards.

Preparation of the audio-visual content and the design of the interpretation - from spring 2026.

The installation of the panels and equipment - in the autumn of 2026.

AWARD CRITERIA:

The project will be managed by Tavistock Heritage Trust and your bid will be assessed by the Trustees and the Rediscovering Tavistock Abbey Project Group.

The criteria under which bids will be assessed are:

The degree of understanding of the issues relating to the content of the proposed interpretation and the most suitable methods of presentation;

The experience of the consultant to complete the project;

The structure to successfully manage the work and deliver within the timetable, and within the budget;

The proposed fee structure is acceptable.

PROCUREMENT TIMETABLE:

Bids to be sent to ** by email (add address) by the close of business on (add date).

Interviews with the bidders will take place within 2 weeks of the receipt of the bid in person at a date/time to be agreed.