



NEW ZEALAND
FOREIGN AFFAIRS & TRADE



The New Zealand Ministry of
Foreign Affairs and Trade
Māori Aotearoa

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Personal details removed for proactive release

I refer to your email of 18 April 2019 in which you request the following under the Official Information Act 1982 (OIA):

"...Who was on the panel that selected the architect/s for the NZ Embassy in Beijing?

And what selection process did the panel follow?

And who decides who gets on the Panel of Architectural Suppliers? (which I take from your answer was established subsequent to the selection of the Beijing Embassy architect/s).

And, since your statement raises the issue: What are MFAT's evaluation criteria to make it onto the Pre-qualified Panel of Suppliers for Architectural Services?

And who decides what practices graduate to the Panel of Architectural Suppliers

Who was on the panel that selected the architect/s for the NZ Embassy in Beijing?

The tender evaluation panel that selected the architects for the NZ Embassy in Beijing was made up of Ministry staff representing corporate services functions including asset management, security, and commercial/procurement.

And what selection process did the panel follow?

The request was for all professional services required for the design team (architectural, quantity surveying, engineering, planning, and project management). A total of 16 submissions were received following a closed but contestable and competitive expressions of interest process. Each submission was evaluated against the criteria outlined in the request for expressions of interest including:

- understanding of the design and security requirements crucial to the environment;
- understanding and ability to interact with local design institutes and municipalities in country; and
- skilled resource based both in New Zealand and offshore, able to demonstrate strong and stable work history.

Who decides who gets on the Panel of Architectural Suppliers? (which I take from your answer was established subsequent to the selection of the Beijing Embassy architect/s). And who decides what practices graduate to the Panel of Architectural Suppliers

The Ministry undertook a market review to identify those architectural suppliers that meet the Ministry's general architectural needs. All architectural suppliers that were identified as meeting these needs were then invited to a closed competitive procurement (expression of interest). The tender evaluation panel for the expression of interest to set up the panel of suppliers included representatives from the Ministry's Procurement, Finance, Asset Management and Foreign Policy divisions.

The panel of architectural suppliers was procured in 2016 and any assignment is awarded to the architect through a secondary procurement process.

What are MFAT's evaluation criteria to make it onto the Pre-qualified Panel of Suppliers for Architectural Services?

Supplier panels that the Ministry establishes now are usually advertised and tendered on the Government Electronic Tender Service (GETS). Each panel has specific criteria that cover the particular scope of services, as outlined in the specific tender documentation. Generally the Ministry is looking for a mix of appropriate technical skills and the ability to operate effectively offshore.

Suppliers can apply to be on a panel through the procurement process when it is advertised on GETS.

Please note that this letter (with your personal details redacted) may be published on the Ministry's website.

You have the right under section 28(3) of the OIA to seek a review of this response by the Ombudsman.

Yours sincerely

Wendy Adams
for Secretary of Foreign Affairs and Trade