

**Conservation of cultural heritage - Procurement of
conservation services and works**

EESTI STANDARDI EESSÕNA**NATIONAL FOREWORD**

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English Version

Conservation of cultural heritage - Procurement of
conservation services and works

Conservation du patrimoine culturel - Passation de
marchés de services et de travaux de conservation-
restauration

Erhaltung des kulturellen Erbes - Beschaffung von
Dienstleistungen und Arbeitsleistungen der
Konservierung-Restaurierung

This European Standard was approved by CEN on 5 July 2020.

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European foreword

This document (EN 17429:2020) has been prepared by Technical Committee CEN/TC 346 “Conservation of cultural heritage”, the secretariat of which is held by UNI.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by February 2021, and conflicting national standards shall be withdrawn at the latest by February 2021.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. CEN shall not be held responsible for identifying any or all such patent rights.

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Introduction

Conservation of cultural heritage frequently calls for the engagement at an agreed price of conservators, conservation organisations or businesses or other contractors to carry out the services or work or part of it. The conservation process may require a diverse range of skills and professionals. The selection of contractors, especially for larger conservation projects can be a complex matter and is a skilled process which is used to ensure the best outcomes for cultural heritage and its significance at an appropriate price. The process of acquiring conservation services and works is here called procurement.

The procurement of conservation services and works requires relevant technical and procedural know-how. Although frameworks, regulations, standards, procedures and regimes for public procurement do exist institutionally, nationally and internationally, they are rarely sufficient to guide clients to the informed decisions particular to the often complex challenges presented by cultural heritage objects. The aim of this document is to offer recommendations based on best practice. Together with EN 16853, this document outlines the important stages of procurement leading to outcomes which respect both the significance of the objects and the needs of stakeholders.

This document is intended to achieve fairness in procurement by ensuring that requirements are clearly and accurately defined and specified and by encouraging transparency of decision-making, particularly in competitive situations. The process and its fairness can help to search best definition of needs and final responses to it, when competences and sufficient resources are committed to the related project.

This document does not offer an overview on national or European requirements. It simply reminds the reader at selected points to consider whether relevant guidelines and regulations exist.

Another factor which is rather special to conservation procurement is the intellectual property rights, especially when prior report of the work proposed is undertaken or an existing document is used as a basis for inviting tenders. The procedures recommended are designed to ensure that those rights, as well as non-disclosure agreements, confidentiality and copyright are protected.

Generally speaking, there is a spectrum of procurement methods. At one end, there could be a decision by an individual owner of a damaged object who wants to ask a conservator to assess, define and quote for work to remedy or protect it. At the other, there is a large institution bound by procurement regulations for large contracts and/or just to secure good quality and sound economical housekeeping that wishes to open up a competitive process for proposals and quotations for services and works.

1 Scope

This document outlines the principles, processes and best practice for procuring conservation services and works for cultural heritage. This can embrace any conservation action or measure, whether it be a preventive measure, a remedial treatment, investigation, planning, policy, or project management, etc. This document encompasses different routes to procurement depending among other things, on the scale of the work envisaged.

This document is intended to be read alongside relevant regulations covering procurement and is technically specific to the conservation of cultural heritage.

This document is not intended to override or conflict with European and national legislation covering procurement.

This document is intended to be used

- by commissioners of conservation work (e.g. custodians, public or private individuals, collecting institutions, conservation specialists, conservation funding organisations, etc.), and
- by those individuals and enterprises seeking to carry out conservation work.

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

EN 15898:2019, *Conservation of cultural heritage — Main general terms and definitions*

EN 16095, *Conservation of cultural property — Condition recording for movable cultural heritage*

EN 16096, *Conservation of cultural property — Condition survey and report of built cultural heritage*

EN 16853:2017, *Conservation of cultural heritage — Conservation process — Decision making, planning and implementation*

3 Terms and definitions

For the purposes of this document, the terms and definitions given in EN 15898 and the following apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

- IEC Electropedia: available at <http://www.electropedia.org/>
- ISO Online browsing platform: available at <https://www.iso.org/obp/ui>