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Tender

## **Managing Agent Services for South Kesteven District Council's Commercial Portfolio**

South Kesteven District Council

F02: Contract notice

Notice identifier: 2021/S 000-003299

Procurement identifier (OCID): ocds-h6vhtk-02944a

Published 18 February 2021, 4:24pm

The closing date and time has been changed to:

**29 March 2021, 12:00pm**

See the [change notice](#).

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

South Kesteven District Council

St Peters Hill

Grantham

NG31 6PZ

#### **Contact**

Amy Myers

#### **Email**

[amyers@melton.gov.uk](mailto:amyers@melton.gov.uk)

## **Country**

United Kingdom

## **NUTS code**

UKF3 - Lincolnshire

## **Internet address(es)**

Main address

<http://www.southkesteven.gov.uk>

## **I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://procontract.duenorth.com/Opportunities/Index?p=527b4bbd-5c58-e511-80ef-000c29c9ba21&v=1>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.duenorth.com/Opportunities/Index?p=527b4bbd-5c58-e511-80ef-000c29c9ba21&v=1>

## **I.4) Type of the contracting authority**

Regional or local Agency/Office

## **I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Managing Agent Services for South Kesteven District Council's Commercial Portfolio

Reference number

DN527864

#### **II.1.2) Main CPV code**

- 70000000 - Real estate services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

South Kesteven District Council wishes to invite tenders for the supply of Managing Agent Services for the day to day operations of its Commercial Portfolio. This will cover the following core services:

- Property Agency Services - including the marketing and letting of the commercial portfolio; and
- Property Management Services - including the collection of monies from occupiers alongside the management and maintenance of the portfolio.

In addition to the above, the Council shall from time to time require professional management advice, guidance, negotiation and assistance on other land, property and estate issues, including (but not limited to):

- Dilapidations;
- Acquisitions and disposals; and
- Investments and scheme development.

Further information on the requirement and relevant performance standards are available

within the Specification.

The deadline for completed tender submissions to be received on the eTendering Portal is 12:00 noon on 22nd March 2021.

The Contract is due to commence on 14th June 2021. The Council proposes to enter into one contract for an initial period of 36 months with the preferred supplier, with an option to extend for a further period of 24 months, making 60 months in total. (Note the indicative contract value is £50k-£70k per annum)

### **II.1.5) Estimated total value**

Value excluding VAT: £350,000

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 50700000 - Repair and maintenance services of building installations
- 50800000 - Miscellaneous repair and maintenance services

### **II.2.3) Place of performance**

NUTS codes

- UKF3 - Lincolnshire

### **II.2.4) Description of the procurement**

South Kesteven District Council wishes to invite tenders for the supply of Managing Agent Services for the day to day operations of its Commercial Portfolio. This will cover the following core services:

- Property Agency Services - including the marketing and letting of the commercial portfolio; and
- Property Management Services - including the collection of monies from occupiers alongside the management and maintenance of the portfolio.

In addition to the above, the Council shall from time to time require professional management advice, guidance, negotiation and assistance on other land, property and estate issues, including (but not limited to):

- Dilapidations;
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## **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

## **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The anticipated contract commencement date is 14th June 2021.

The Council proposes to enter into one contract for an initial period of 36 months with the preferred supplier, with an option to extend for a further period of 24 months, making 60 months in total.

Any proposed extension is subject to satisfactory performance by the supplier and in accordance with the Council's business requirements.

Any proposed extension to the contract will be agreed in writing between the Council and the supplier.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

##### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

##### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Originally published as:

Date

22 March 2021

Local time

12:00pm

Changed to:

Date

29 March 2021

Local time

12:00pm

See the [change notice](#).

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the**

## **tender**

Duration in months: 6 (from the date stated for receipt of tender)

### **IV.2.7) Conditions for opening of tenders**

Date

22 March 2021

Local time

12:01pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

South Kesteven District Council

St Peters Hill

Grantham

NG31 6PZ

Country

United Kingdom