This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/004006-2021">https://www.find-tender.service.gov.uk/Notice/004006-2021</a>

Tender

# Residential Letting Agent - City Property (Glasgow) LLP

Scotland Excel

F02: Contract notice

Notice identifier: 2021/S 000-004006

Procurement identifier (OCID): ocds-h6vhtk-02970e

Published 1 March 2021, 12:08pm

# **Section I: Contracting authority**

## I.1) Name and addresses

Scotland Excel

Renfrewshire House, Cotton Street

Paisley

PA1 1AR

#### Contact

Iain Calder

#### **Email**

iain.calder@scotland-excel.org.uk

#### **Telephone**

+44 7980926591

#### **Fax**

+44 1416187423

## Country

**United Kingdom** 

#### **NUTS** code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

#### Internet address(es)

Main address

http://www.scotland-excel.org.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search\_AuthProfile.aspx?ID=AA1038

## I.2) Information about joint procurement

The contract is awarded by a central purchasing body

# I.3) Communication

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

https://www.publiccontractsscotland.gov.uk/

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://www.publiccontractsscotland.gov.uk/

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

www.publiccontractsscotland.gov.uk

# I.4) Type of the contracting authority

Regional or local authority

# I.5) Main activity

Housing and community amenities

# **Section II: Object**

## II.1) Scope of the procurement

## II.1.1) Title

Residential Letting Agent - City Property (Glasgow) LLP

Reference number

Jan21-001

### II.1.2) Main CPV code

• 70300000 - Real estate agency services on a fee or contract basis

## II.1.3) Type of contract

Services

#### II.1.4) Short description

Agency Services for letting and maintenance of residential properties.

## II.1.5) Estimated total value

Value excluding VAT: £150,000

## II.1.6) Information about lots

This contract is divided into lots: No

## II.2) Description

## II.2.3) Place of performance

**NUTS** codes

• UKM82 - Glasgow City

Main site or place of performance

Glasgow

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

City Property Glasgow LLP are inviting quotations for a 5 year contract with a mutual agreement for renewal for a period of a further two years of a residential property management and letting service. This service included lease, property & tenant management, valuations, marketing of vacant properties, repair and maintenance instruction, tenant & landlord Statutory obligations, rent and factoring charge accounting and guidance on portfolio strategy in the residential sector.

#### 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** 

60

This contract is subject to renewal

Yes

Description of renewals

Contract is subject to a 24 month extension

## II.2.10) Information about variants

Variants will be accepted: No

#### II.2.11) Information about options

Options: No

#### II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

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

# III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

An extract of the SPD (Scotland) will be included with the tender documentation to be completed by bidders unless already completed in previous tender submissions.

## 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.2.1) Previous publication concerning this procedure

Notice number: 2020/S 000-001109

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

Date

19 March 2021

Local time

12:00pm

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

English

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

Date

19 March 2021

Local time

12:00pm

Place

Scotland Excel Remote Office

# **Section VI. Complementary information**

## VI.1) Information about recurrence

This is a recurrent procurement: No

## VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

## VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at <a href="https://www.publiccontractsscotland.gov.uk/Search

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at <a href="https://www.publiccontractsscotland.gov.uk/sitehelp/help\_guides.aspx">https://www.publiccontractsscotland.gov.uk/sitehelp/help\_guides.aspx</a>.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see: <a href="http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361">http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361</a>

A summary of the expected community benefits has been provided as follows:

See separate Community Benefits documentation.

(SC Ref:645518)

## VI.4) Procedures for review

#### VI.4.1) Review body

Glasgow Sheriff Court and Justice of the Peace Court

PO BOX 23 1 Carlton Place

Glasgow

G5 9DA

Email

glasgow@scotcourts.gov.uk

Country

United Kingdom