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Contract

## **Managing Agent for Commercial Property**

Optivo

F03: Contract award notice

Notice identifier: 2021/S 000-004596

Procurement identifier (OCID): ocds-h6vhtk-029965

Published 8 March 2021, 1:24pm

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

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

Optivo

125 High Street

Croydon

CR0 9XP

#### **Email**

[procurement@optivo.org.uk](mailto:procurement@optivo.org.uk)

#### **Telephone**

+44 8001216060

#### **Country**

United Kingdom

#### **NUTS code**

UKI62 - Croydon

**Internet address(es)**

Main address

<http://www.optivo.org.uk>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA8521](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA8521)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

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

Body governed by public law

**I.5) Main activity**

Housing and community amenities

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**Section II: Object**

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

**II.1.1) Title**

Managing Agent for Commercial Property

Reference number

OP 7208

**II.1.2) Main CPV code**

- 70332200 - Commercial property management services

**II.1.3) Type of contract**

Services

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

Management of Optivo's commercial portfolio

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Lowest offer: £82,000 / Highest offer: £415,000 taken into consideration

### **II.2) Description**

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

- 70332200 - Commercial property management services
- 70330000 - Property management services of real estate on a fee or contract basis

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

NUTS codes

- UK - UNITED KINGDOM

Main site or place of performance

Majority of units are in the South East

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

Optivo are looking for an agent to manage our commercial portfolio

#### **II.2.5) Award criteria**

Quality criterion - Name: Experience / Weighting: 15

Quality criterion - Name: Proactive engagement / Weighting: 15

Quality criterion - Name: Market intelligence / Weighting: 8

Quality criterion - Name: Training / Weighting: 5

Quality criterion - Name: Technology / Weighting: 10

Quality criterion - Name: Procurement / Weighting: 5

Quality criterion - Name: Scenario / Weighting: 7

Quality criterion - Name: Social Value / Weighting: 5

Cost criterion - Name: Management Fee / Weighting: 20

Cost criterion - Name: Letting Fee / Weighting: 5

Cost criterion - Name: Rent reviews / Weighting: 5

#### **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

#### **II.2.14) Additional information**

Open Q+A session with project team on 16 November via Teams.

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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.2.1) Previous publication concerning this procedure**

Notice number: [2020/S 220-541888](#)

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## **Section V. Award of contract**

### **Contract No**

1

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

19 February 2021

#### **V.2.2) Information about tenders**

Number of tenders received: 6

Number of tenders received from SMEs: 3

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 6

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Boddy & Edwards

5 Riverview, Walnut Tree Close

Guildford

GU1 4UX

Telephone

+44 1483322500

Country

United Kingdom

NUTS code

- UK - UNITED KINGDOM

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Lowest offer: £82,000 / Highest offer: £415,000 taken into consideration

## **Section VI. Complementary information**

### **VI.3) Additional information**

(MT Ref:222170)

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

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

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>