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Tender

Concierge services within Maidstone Borough Council Supported Housing

Maidstone Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-005441

Procurement identifier (OCID): ocids-h6vhtk-03ab7d

Published 23 February 2023, 2:42pm

Section I: Contracting authority

I.1) Name and addresses

Maidstone Borough Council

Maidstone House, Kings Street

Maidstone

ME15 6JQ

Contact

Miss Megan Hook

Email

megan.hook@tunbridgewells.gov.uk

Telephone

+44 1892554110

Country

United Kingdom

Region code

UKJ45 - Mid Kent

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

www.kentbusinessportal.org.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.kentbusinessportal.org.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

Concierge services within Maidstone Borough Council Supported Housing

Reference number

DN657750

II.1.2) Main CPV code

- 79710000 - Security services

II.1.3) Type of contract

Services

II.1.4) Short description

Maidstone Borough Council (MBC) is looking to procure overnight staff cover at our supported housing projects across the district of Maidstone, being primarily based at Trinity – a former church on Church Street in the centre of town, with an adjacent small Supported Housing project – next door in Marsham Street.

The service will provide overnight concierge cover for the above two housing projects and an ad-hoc roaming service across the other sites in Maidstone – most notably Aylesbury House on London Road a 12 bed shared site, plus our other street properties which are used for temporary accommodation.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ45 - Mid Kent

II.2.4) Description of the procurement

Maidstone Borough Council (MBC) is looking to procure overnight staff cover at our supported housing projects across the district of Maidstone, being primarily based at Trinity – a former church on Church Street in the centre of town, with an adjacent small Supported Housing project – next door in Marsham Street.

The service will provide overnight concierge cover for the above two housing projects and an ad-hoc roaming service across the other sites in Maidstone – most notably Aylesbury House on London Road a 12 bed shared site, plus our other street properties which are used for temporary accommodation.

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

12

This contract is subject to renewal

Yes

Description of renewals

An initial one-year term, with the option of 2 annual extensions (1+1+1).

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 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

Date

30 March 2023

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

30 March 2023

Local time

12:00pm

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

Maidstone Borough Council

Maidstone House

Maidstone

Email

megan.hook@tunbridgewells.gov.uk

Telephone

+44 1892554110

Country

United Kingdom