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Tender

P24-0061: Scottish Enterprise Investment Property Portfolio - Asset Management Contract

Scottish Enterprise

F02: Contract notice

Notice identifier: 2024/S 000-006525

Procurement identifier (OCID): ocds-h6vhtk-044452

Published 29 February 2024, 1:52pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Enterprise

Atrium Court, 50 Waterloo Street

Glasgow

G2 6HQ

Contact

Adam Cunningham

Email

gordon.hutton@scotent.co.uk

Telephone

+44 1414686024

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.scottish-enterprise.com/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00398

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Regional or local Agency/Office

I.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

P24-0061: Scottish Enterprise Investment Property Portfolio - Asset Management Contract

Reference number

P24-0061

II.1.2) Main CPV code

- 70332200 - Commercial property management services

II.1.3) Type of contract

Services

II.1.4) Short description

Scottish Enterprise intends to undertake a competitive tendering process to appoint a supplier to provide the full range of property management services across its investment property portfolio. This portfolio, which is subject to regular change, was recently valued (September 2023) at GBP153M and comprises industrial buildings, offices, multi-occupancy business centres, science & technology parks, development land and other property interests.

Full details of the contract opportunity can be found within the Invitation to Tender (ITT).

Scottish Enterprise envisage that the contract will commence on 1 July 2024. The contract duration is 4 years, with the option to extend for 2 x 1-year periods, totalling 6 years overall.

The estimated value of the contract over the full duration is anticipated as being between GBP1,800,000 and GBP2,400,000 (excl VAT).

II.1.5) Estimated total value

Value excluding VAT: £2,400,000

II.1.6) Information about lots

This contract is divided into lots: No

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
- 70332000 - Non-residential property services
- 70100000 - Real estate services with own property
- 70130000 - Letting services of own property
- 70200000 - Renting or leasing services of own property
- 70220000 - Non-residential property renting or leasing services
- 71315300 - Building surveying services
- 70332300 - Industrial property services
- 70000000 - Real estate services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Scottish Enterprise intends to undertake a competitive tendering process to appoint a supplier to provide the full range of property management services across its investment property portfolio. This portfolio, which is subject to regular change, was recently valued (September 2023) at GBP153M and comprises industrial buildings, offices, multi-occupancy business centres, science & technology parks, development land and other property interests.

Full details of the contract opportunity can be found within the Invitation to Tender (ITT).

Scottish Enterprise envisage that the contract will commence on 1 July 2024. The contract duration is 4 years, with the option to extend for 2 x 1-year periods, totalling 6 years overall.

The estimated value of the contract over the full duration is anticipated as being between

GBP1,800,000 and GBP2,400,000 (excl VAT).

II.2.5) Award criteria

Quality criterion - Name: Prompt Payment (only relevant where sub-contractors are proposed) / Weighting: Pass/Fail

Price - Weighting: 35

II.2.6) Estimated value

Value excluding VAT: £2,400,000

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

Duration in months

72

This contract is subject to renewal

Yes

Description of renewals

The initial period of the contract will be for 4 years (48 months), with 2 x 1-year (12-month) optional extensions. The maximum duration is therefore 6 years (72 months).

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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations

2015.

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

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

2 April 2024

Local time

11:00am

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

2 April 2024

Local time

11:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

This is a priority climate change contract, bidders are required to complete and return the attached Climate Change Plan template.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=751713.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

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.

(SC Ref:751713)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=751713

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court and Justice of the Peace Court

Sheriff Clerk's Office, PO Box 23, 1 Carlton Place,

Glasgow

G5 9DA

Telephone

+44 1414298888

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/glasgow-sheriff-court-and-justice-of-the-peace-court>

VI.4.2) Body responsible for mediation procedures

Scottish Government

5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

Email

SPOEprocurement@scotland.gsi.gov.uk

Telephone

+44 1412425466

Country

United Kingdom

Internet address

<http://www.gov.scot/Topics/Government/Procurement/Selling/supplier-enquiries>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

In the first instance, contact the Head of Facilities Management and Procurement at Scottish Enterprise, with any concerns or enquiries. Email: <https://www.scottish-enterprise.com/help/contact-us>.

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015, may bring proceedings that will be started in the High Court.

VI.4.4) Service from which information about the review procedure may be obtained

Scottish Government

5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

Email

SPOEprocurement@scotland.gsi.gov.uk

Telephone

+44 1412425466

Country

United Kingdom

Internet address

<http://www.gov.scot/Topics/Government/Procurement/Selling/supplier-enquiries>