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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](mailto: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](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](http://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](http://www.publiccontractsscotland.gov.uk)

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

Regional or local Agency/Office

**I.5) Main activity**

Economic and financial affairs

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## **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.

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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

### **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

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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**

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

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## **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](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](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](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](mailto: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](mailto:SPOEprocurement@scotland.gsi.gov.uk)

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