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Tender

Appointment of an Agent to Act for the Council in the Sourcing, Acquisition and Refurbishment of Properties

Torbay Council

F02: Contract notice

Notice identifier: 2022/S 000-011523

Procurement identifier (OCID): ocds-h6vhtk-0333a0

Published 4 May 2022, 2:54pm

Section I: Contracting authority

I.1) Name and addresses

Torbay Council

Torbay Council Town Hall, Castle Circus

Torquay

TQ1 3DR

Contact

Miss Tracey Field

Email

tracey.field@torbay.gov.uk

Telephone

+44 1803208391

Country

United Kingdom

NUTS code

UKK42 - Torbay

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

<https://procontract.due-north.com/Advert/Index?advertId=07caa757-7ecb-ec11-8114-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=07caa757-7ecb-ec11-8114-005056b64545>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Appointment of an Agent to Act for the Council in the Sourcing, Acquisition and Refurbishment of Properties

Reference number

DN610571

II.1.2) Main CPV code

- 70210000 - Residential property renting or leasing services

II.1.3) Type of contract

Services

II.1.4) Short description

Torbay Council are undertaking a programme of property acquisition to ensure they have sufficient housing stock from which they can deliver their Temporary Accommodation services. We are looking for a partner who can work with the Council and be responsible for sourcing, acquiring, and where required, refurbishing properties.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 70200000 - Renting or leasing services of own property
- 70331000 - Residential property services
- 70333000 - Housing services

II.2.3) Place of performance

NUTS codes

- UKK42 - Torbay

II.2.4) Description of the procurement

Torbay Council are undertaking a programme of property acquisition to ensure they have sufficient housing stock from which they can deliver their Temporary Accommodation services. We are looking for a partner who can work with the Council and be responsible for sourcing, acquiring, and where required, refurbishing properties. In total we require 37 properties (from 2Bed – 5Bed) to deliver our services. All properties need to be sourced from the Torbay area. We require the first wave of properties to be available for occupation by 31st September 2022. We also require a partner who has experience of working with Homes England Grant Scheme schemes and their processes for reporting and auditing.

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

Initial term of 12 months with an option to extend for a further 24 months on a 12 month + 12 month basis.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

E2.1 The Council has identified the following specific changes or modifications, some or all of which may occur over the life of the Contract:

- (a) the acquisition of units of accommodation through the Council entering into short or long term leasehold arrangements with the Supplier;
- (b) an increase or decrease in the number of units of accommodation being sourced during the initial term of the Contract;
- (c) changes to size of units of accommodation being sourced during the initial term of the Contract;
- (d) the requirement for the provision of additional units of accommodation beyond the initial term of the Contract through purchase and / or leasing arrangements;
- (e) the acquisition of units of accommodation for use other than temporary accommodation during the initial term of the Contract or within any agreed extension period;
- (f) the Council may require accommodation to be located outside of the Torbay local authority boundary.

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

Applicants must be registered on ProContract in order to access editable versions of the tender documents, access clarifications and submit a response to this opportunity.

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

6 June 2022

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

6 June 2022

Local time

1:30pm

Place

Tenders will be opened by the verifier in a Teams meeting in the presence of a procurement representative / project lead officer.

Information about authorised persons and opening procedure

Approved verifier, independent of the procurement process and a procurement representative / project lead officer.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Legal Services, Torbay Council

Town Hall, Castle Circus

Torquay

TQ1 3DR

Country

United Kingdom

Internet address

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