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Tender

P24-0005: Strategic Innovation and Place Acquisition Programme

Scottish Enterprise

F02: Contract notice

Notice identifier: 2023/S 000-012138

Procurement identifier (OCID): ocds-h6vhtk-03c4b9

Published 27 April 2023, 2:08pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Enterprise

Atrium Court, 50 Waterloo Street

Glasgow

G2 6HQ

Contact

Adam Cunningham

Email

adam.cunningham@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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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

P24-0005: Strategic Innovation and Place Acquisition Programme

Reference number

P24-0005

II.1.2) Main CPV code

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

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this ITT is for Scottish Enterprise to appoint a property consultant to (i) develop an appropriate search criteria and scoring methodology for property acquisitions that reflect current SE strategy, (ii) provide the necessary professional services to support property acquisitions in line with SE's obligations for best value under the Scottish Public Finance Manual (SPFM), (iii) represent SE in acquisition negotiations with vendors, (iv) liaise with SE's professional and legal advisors to conclude acquisitions on satisfactory commercial terms. The services may also encompass providing advice on property appraisals, and associated commercial advice, where SE considers providing grant aid funding for existing landowners is an appropriate way to unlock sites for future development.

It is anticipated that the contract will start in July 2023 and is anticipated to end in June 2025. SE will retain the option of two extension periods. The first extension period will be for a further 48-month period, the second extension period will be for a further 12-month period.

The total estimated value of the contract over the total duration is estimated to be between GBP150,000 and an overall fee cap of GBP200,000 (excl VAT).

Further details can be found within the Invitation to Tender (ITT) document.

II.1.5) Estimated total value

Value excluding VAT: £200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 70330000 - Property management services of real estate on a fee or contract basis
- 70300000 - Real estate agency services on a fee or contract basis
- 70000000 - Real estate services
- 70120000 - Buying and selling of real estate
- 70122000 - Land sale or purchase services
- 70121000 - Building sale or purchase services
- 70121200 - Building purchase services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

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II.2.5) Award criteria

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

Quality criterion - Name: Relevant Skills and Experience of the proposed Team / Weighting: 35%

Quality criterion - Name: Methodology for delivery and understanding of specific project requirements detailed in the Specification / Weighting: 25%

Quality criterion - Name: Project Team Structure / Weighting: 20%

Quality criterion - Name: Risk Identification and Mitigation / Weighting: 10%

Quality criterion - Name: Fair Work First / Weighting: 5%

Quality criterion - Name: Information Security / Weighting: 5%

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £200,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Following the first 24 months, Scottish Enterprise will have an option to extend for a further 24 months, and then a further 12 months (total 36 months extension).

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Following the first 24 months, Scottish Enterprise will have an option to extend for a further 24 months, and then a further 12 months (total 36 months extension).

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Statement for SPD 4A2B - Bidders must confirm that they hold RICS membership / accreditation or equivalent. Confirmation should be provided within the Tender Response Document (ITT Appendix 2 – Part 1).

III.1.2) Economic and financial standing

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland online module.

III.1.3) Technical and professional ability

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland online module.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please see the Terms & Conditions included within the Invitation to Tender.

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

1 June 2023

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

1 June 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Statement for SPD 2A.17 – Form of Participation (Notably as part of a group, consortium, joint venture or similar). Any contract will be entered into with the nominated lead organisation and all members of the consortium, who will in these circumstances each be required to execute said contract together with all ancillary documentation, evidencing their joint and several liability in respect of the obligations and liabilities of the contract. It will be for members of the consortium to sort out their respective duties and liabilities amongst each other. For

administrative purposes, any associated documentation will be sent to the nominated lead organisation.

Statement for SPD 2C.1 - Where the main bidder relies on the capacities of other entities in order to meet the selection criteria, the bidder must provide a separate SPD response setting out the information required under SPD (Scotland): Part II (sections A and B); Part III exclusion grounds; the relevant part of Section IV selection criteria; and Part V (if applicable) for each of the entities concerned.

Statement for SPD 2D.1.2 – If the bidder proposes to subcontract any part(s) of the service and those sub-contractors are not relied upon, they should arrange for a separate SPD response from each potential subcontractor. The subcontractors must complete the relevant parts of the SPD (Scotland) (Sections A and B of Part II and Part III only) to self-declare whether there are grounds for their exclusion. This may be requested at the selection stage or prior to the subcontractor commencing work on the contract.

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=722846.

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:722846)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=722846

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

<https://www.gov.scot/publications/single-point-of-enquiry/>

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

<https://www.gov.scot/publications/single-point-of-enquiry/>