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Tender

## Tenancy Management Services

Connexus Homes Limited

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-012319

Procurement identifier (OCID): ocds-h6vhtk-04fb79

Published 1 April 2025, 3:29pm

## Scope

### Description

Due to the potential for the Connexus market rent portfolio to increase over the next five years, Connexus is seeking to procure a full tenancy management service for our market rent homes.

There are currently 43 homes in our portfolio, of which the majority are located in Central and North Herefordshire, with 7 homes located in Craven Arms, South Shropshire. There is a potential for additional homes being added to the portfolio over the next 5 years, within Herefordshire.

### Total value (estimated)

- £108,334 excluding VAT
- £130,000 including VAT

Below the relevant threshold

## **Contract dates (estimated)**

- 1 July 2025 to 30 June 2028
- Possible extension to 30 June 2030
- 5 years

Description of possible extension:

This contract will be for a period of 3 years, with an option to extend for further 2 years based on satisfactory performance.

## **Main procurement category**

Services

## **CPV classifications**

- 70210000 - Residential property renting or leasing services
- 70310000 - Building rental or sale services
- 70300000 - Real estate agency services on a fee or contract basis

## **Contract locations**

- UKG11 - Herefordshire, County of
- UKG22 - Shropshire CC

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## **Participation**

### **Conditions of participation**

Bidders must be registered with a tenancy deposit scheme and administer the deposit process in accordance with legislative requirements, including dealing with disputes on Connexus' behalf.

Bidders must be registered with the Information Commissioner's Office, in accordance with the Data Protection Act 2018.

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

25 April 2025, 5:00pm

### **Tender submission deadline**

2 May 2025, 12:00pm

## Submission address and any special instructions

[www.mytenders.co.uk](http://www.mytenders.co.uk)

## Tenders may be submitted electronically

Yes

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## Award criteria

Name	Description	Type	Weighting
Quality	Written Submission	Quality	60.00%
Price		Price	40.00%

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## Procedure

### Procedure type

Below threshold - open competition

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## Documents

## **Associated tender documents**

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594791](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594791)

Connexus Invitation to Tender Tenancy Management Services

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594792](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594792)

Appendix A - Tender Certificate

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594793](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594793)

Appendix B - Confidentiality Undertaking

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594794](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594794)

Appendix C - Modern Slavery Declaration

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594795](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594795)

Appendix D Connexus Anti-Fraud, Bribery and Corruption Policy

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594796](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594796)

Appendix E- Conflicts of Interest Declaration form

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594797](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594797)

Appendix F- Contractors and Suppliers Health and Safety Questionnaire

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594798](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594798)

Appendix G- ITT RULES

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594799](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594799)

Appendix H-Pricing Spreadsheet

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594800](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594800)

Appendix I - Terms and Conditions

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594801](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594801)

Appendix J Equality Diversity and Inclusion Policy\_ - to sign

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594802](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594802)

Appendix K Health and Safety Policy-to sign

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=594803](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=594803)

Dignity at Work Policy

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## **Contracting authority**

### **Connexus Homes Limited**

- Mutuals Public Register: RS008376

The Gateway, The Auction Yard

Craven Arms

SY7 9BW

United Kingdom

Contact name: Victoria Di Marco

Telephone: +443332313233

Email: [victoria.dimarco@connexus-group.co.uk](mailto:victoria.dimarco@connexus-group.co.uk)

Website: <http://www.connexus-group.co.uk>

Region: UKG22 - Shropshire CC

Organisation type: Public undertaking (commercial organisation subject to public authority oversight)