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Planning

Professional Estate Services in respect to Knightswick Shopping Centre Management

Castle Point Borough Council

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-012972

Procurement identifier (OCID): ocids-h6vhtk-045405

Published 22 April 2024, 2:12pm

Section I: Contracting authority

I.1) Name and addresses

Castle Point Borough Council

Benfleet

Contact

Lili Roqueta

Email

lili.roqueta@braintree.gov.uk

Telephone

+44 1268882200

Country

United Kingdom

Region code

UKH3 - Essex

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.castlepoint.gov.uk/>

I.3) Communication

Additional information can be obtained from the above-mentioned address

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**

Professional Estate Services in respect to Knightswick Shopping Centre Management

Reference number

EPP0120

II.1.2) Main CPV code

- 70332200 - Commercial property management services

II.1.3) Type of contract

Services

II.1.4) Short description

To inform the tender documents, Castle Point Borough Council is seeking early engagement with interested suppliers able to provide Professional Estate Services in respect to the Management of the shopping centre.

Essex Procurement Partnership is managing this procurement of behalf of Castle Point Borough Council.

II.1.5) Estimated total value

Value excluding VAT: £300,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Knightswick Shopping Centre is a commercial portfolio which will form the asset from which potential work will arise, is in Foksville Rd, Canvey Island SS8 7AD. Knightswick Shopping Centre comprises 28 retail units, benefits from being adjacent to the towns principal car park which offers some 277 spaces. The centre has some anchors including: Sainsburys, Costa, Peacocks and Savers and other national multiples include Nationwide and Card Factory.

The Knightswick Shopping Centre is a key driver of economic development for Canvey Island providing employment for local people and a varied retail offer in the heart of Canvey Island. The Council's vision for the centre is to bring forward a business plan to ensure the asset remains commercially viable, recognising the important role it provides in the local community such as employment opportunities for local people and a varied retail offer that reflects local demand.

For more information, please visit:

<https://www.knightswickshoppingcentre.co.uk/shops-brands>

To inform the tender documents, Castle Point Borough Council is seeking early engagement with interested suppliers able to provide Professional Estate Services in respect to the Management of the shopping centre.

The scope of the contract includes but is not limited to day-to-day retail management of the shopping centre, including marketing the shopping centre, tenants selection, health & safety, arranging maintenance and repair as required, rent reviews, lease renewals, implementing the restrict use policies, licences to assign/sublet and carry out alterations to premises, rent collections, service charge management, debt recovery and ensure alignment with Council objectives, the Landlord & Tenant Act 1954, and all other relevant associated legislation and case law.

The proposed commencement date for the contract is 1st November 2024 and the contract is anticipated to last around 5 years. The total value for its duration is in the region of £300,000 (exclusive of VAT).

The procurement documents are estimated to be issued in mid-June 2024, with a closing day 30 days later.

The procurement route will be agreed following Market Engagement exercise

A questionnaire will be sent to interested suppliers for completion. Please confirm your interest via sending an email to lili.roqueta@braintree.gov.uk with cc to dmcloughlin@castlepoint.gov.uk BY 5pm on Wednesday 22 May 2024.

II.2.14) Additional information

Completed questionnaires will be due by Friday 24 May 2024.

It is anticipated, though not confirmed, that an Open Day will be held for viewing and further market engagement in early June 2024. If the Open Day is agreed, a date will be chosen in accordance with findings from the Market engagement.

II.3) Estimated date of publication of contract notice

17 June 2024

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes