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Tender

Management of Community Use (Lettings) for OHCAT, Addington Valley Academy

Orchard Hill College & Academy Trust

F24: Concession notice

Notice identifier: 2021/S 000-013665

Procurement identifier (OCID): ocids-h6vhtk-02bcd4

Published 16 June 2021, 4:55pm

Section I: Contracting authority/entity

I.1) Name and addresses

Orchard Hill College & Academy Trust

Quadrant House 8th Floor, The Quadrant Sutton

Surrey

SM2 5AS

Email

ghopper@ohcat.org

Telephone

+44 3454020453

Country

United Kingdom

NUTS code

UKJ2 - Surrey, East and West Sussex

Internet address(es)

Main address

<http://ohcat.org>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42971

I.3) Communication

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

<https://ohcat.mytenders.co.uk/>

Additional information can be obtained from the above-mentioned address

Applications or, where applicable, tenders must be submitted electronically via

<https://ohcat.mytenders.co.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

<https://ohcat.mytenders.co.uk/>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Management of Community Use (Lettings) for OHCAT, Addington Valley Academy

II.1.2) Main CPV code

- 70130000 - Letting services of own property

II.1.3) Type of contract

Services

II.1.4) Short description

OHCAT wishes to contract a professional lettings service provider to manage community use bookings/lettings and generate income to be shared on a percentage basis for Addington Valley Academy from October 2021 once it is in its new permanent location in New Addington, Croydon, for an initial term of three years with an option to extend by a further two years to a maximum of five years in total.

II.1.5) Estimated total value

Value excluding VAT: £250,000

II.1.6) Information about lots

This concession is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 70130000 - Letting services of own property

II.2.3) Place of performance

NUTS codes

- UKI62 - Croydon

Main site or place of performance

Addington Valley Academy, Field Way, New Addington, Croydon CR0 9AZ

II.2.4) Description of the procurement

OHCAT wishes to contract a professional lettings service provider to manage community use bookings/lettings and generate income to be shared on a percentage basis for Addington Valley Academy from October 2021 once it is in its new permanent location in New Addington, Croydon, for an initial term of three years with an option to extend by a further two years to a maximum of five years in total.

II.2.5) Award criteria

Concession is awarded on the basis of the criteria stated in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £250,000

II.2.7) Duration of the concession

Duration in months

36

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

See ITT documents

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, indication of information and documentation required

See ITT and associated documentation

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 concession

III.2.2) Concession performance conditions

See ITT documents

III.2.3) Information about staff responsible for the performance of the concession

Obligation to indicate the names and professional qualifications of the staff assigned to performing the concession

Section IV. Procedure

IV.2) Administrative information

IV.2.2) Time limit for submission of applications or receipt of tenders

Date

5 July 2021

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Contract is for an initial term of 3 years with options to extend to a maximum of 5 years and thereafter renewal.

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

See ITT and associated documents.

Bidders should submit a completed SQ, AQ, financial submission and supporting documentation.

NOTE: To register your interest in this notice and obtain any additional information please

visit the myTenders Web Site at

https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=223153.

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.mytenders.co.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.

(MT Ref:223153)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>