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Tender

## **IFRS 16 Lease Management Hub**

Foreign Commonwealth and Development Office

F02: Contract notice

Notice identifier: 2024/S 000-016542

Procurement identifier (OCID): ocds-h6vhtk-044dd7

Published 24 May 2024, 6:01pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Foreign Commonwealth and Development Office

King Charles Street

London

SW1A 2AH

#### **Email**

[cpg.enquiries@fcdo.gov.uk](mailto:cpg.enquiries@fcdo.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

#### **Internet address(es)**

Main address

[www.gov.uk/fcdo/](http://www.gov.uk/fcdo/)

Buyer's address

<https://fcdo.bravosolution.co.uk/>

### **I.3) Communication**

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

<https://fcdo.bravosolution.co.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://fcdo.bravosolution.co.uk/>

Tenders or requests to participate must be submitted to the above-mentioned address

### **I.4) Type of the contracting authority**

Ministry or any other national or federal authority

### **I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

IFRS 16 Lease Management Hub

#### **II.1.2) Main CPV code**

- 79900000 - Miscellaneous business and business-related services

#### **II.1.3) Type of contract**

## Services

### **II.1.4) Short description**

We are advertising an opportunity to bid for a contract to support FCDO with lease data entry to ensure compliance with IFRS 16 reporting standards.

### **II.1.5) Estimated total value**

Value excluding VAT: £4,250,000

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 70000000 - Real estate services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

1.1 The adoption by FCDO of a new accounting standard (International Financial reporting Standard [IFRS] 16), now demands a level of rigour and accuracy in accounting for FCDO leases. It is proposed to centralise all lease data inputting into a hub to improve accuracy. To do this FCDO is seeking to set up an (initially) outsourced, lease management hub to process all FCDO lease events (new leases, lease extensions, rent reviews and lease terminations).

3.3 FCDO is now creating centralised lease management service to proactively identify upcoming lease events for properties overseas, and to retrieve the details of those events with supporting documentation, and for a dedicated team of lease managers to enter that data into the IWMS system and then quality assure and approve that data in the system. This will improve the accuracy of the accounting outputs and also assist FCDO to comply with cross government property standards (GOVS\_004). The service will also work with FCDO Finance team to make corrections in our IWMS that arise from reconciliations within the accounting system – the reconciliation work will be undertaken by the FCDO Finance Team.

### **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**

Start date

1 October 2024

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

The contract is expected to commence 1 October 2024 and will be valid for a period of 2 years with the possibility of 3 optional extensions of 1-year each.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

The contract is expected to commence 1 October 2024 and will be valid for a period of 2 years with the possibility of 3 optional extensions of 1-year each.

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-010144](#)

### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

24 June 2024

Local time

5:00pm

### **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

24 June 2024

Local time

5:00pm

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## **Section VI. Complementary information**

## **VI.1) Information about recurrence**

This is a recurrent procurement: No

## **VI.3) Additional information**

The requirement will be procured via the Foreign, Commonwealth and Development Office's e-procurement portal: <https://fcdo.bravosolution.co.uk>. Suppliers, not currently registered on the portal, who are interested in being considered for this opportunity must self-register on the site in order to participate — registration is free and instantaneous. Suppliers already registered on FCDO/Jaggaer will not need to re-register, but will need to complete the full suite of tender documents once issued to be considered for the opportunity.

Once on the system, the opportunity can be found under project\_10890; itt\_6422.

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Foreign Commonwealth and Development Office

King Charles Street

London

Country

United Kingdom

Internet address

<https://www.gov.uk/government/organisations/foreign-commonwealth-development-office>

### **VI.4.2) Body responsible for mediation procedures**

Foreign Commonwealth and Development Office

London

Country

United Kingdom

