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Tender

MANAGING AGENT FOR THE ELMSLEIGH SHOPPING CENTRE, STAINES-UPON-THAMES

Spelthorne Borough Council

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

Notice identifier: 2026/S 000-017355

Procurement identifier (OCID): ocds-h6vhtk-065d17

Published 26 February 2026, 1:51pm

Scope

Reference

CA17283

Description

Spelthorne Borough Council (the Authority) intends to enter into a two year contract with a one year optional extension, with a professional Property Management Consultancy (the Managing Agent) who will embrace our core values to consistently deliver a best in class property management service (the Services).

This Specification covers the Elmsleigh Shopping Centre (the Property).

The scope of the Services included in this Specification is based on standard RICS Commercial Property Management in England and Wales, Practice Standards 2nd Edition. Notwithstanding the wording of this Specification, it is expected that the successful Managing Agent shall observe and adhere to these Practice Standards.

Total value (estimated)

- £300,000 excluding VAT
- £360,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 20 May 2026 to 19 May 2028
- Possible extension to 19 May 2029
- 3 years

Description of possible extension:

Extensions allowed: Yes (1 x 12 months)

Main procurement category

Services

CPV classifications

- 70332200 - Commercial property management services

Contract locations

- UK - United Kingdom
-

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
 - Voluntary, community and social enterprises (VCSE)
-

Submission

Enquiry deadline

24 March 2026, 12:00pm

Submission type

Tenders

Tender submission deadline

24 March 2026, 12:00pm

Submission address and any special instructions

To access this opportunity, log in to <https://suppliers.multiquote.com> and view the opportunity. If you are not registered with MultiQuote, please visit <https://suppliers.multiquote.com>, complete the registration form on the log in page and quote the title and reference of the notice in your registration.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

20 May 2026

Award criteria

Name	Description	Type	Weighting
Quality	Quality	Quality	60.00%
Price	Price	Price	30.00%
Social Value	Social Value	Quality	10.00%

Other information**Conflicts assessment prepared/revised**

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

Stage 1: SQ

Stage 2: Advertisement

Stage 3: ITT

Stage 4: Standstill

Stage 5: Award

Contracting authority

Spelthorne Borough Council

- Public Procurement Organisation Number: PZWM-8836-XDHV

Council Offices, Knowle Green

Staines-upon-Thames

TW18 1XB

United Kingdom

Contact name: Carrie Isaac

Telephone: 01784 44 6319

Email: c.isaac@spelthorne.gov.uk

Region: UKJ25 - West Surrey

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