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Tender

## **DOF 4865439 PAN GOVERNMENT PROPERTY MAINTENANCE FRAMEWORK 2024**

Department of Finance Northern Ireland, Construction and Procurement Delivery

F02: Contract notice

Notice identifier: 2023/S 000-017638

Procurement identifier (OCID): ocds-h6vhtk-03a50e

Published 21 June 2023, 11:42am

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

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

Department of Finance Northern Ireland, Construction and Procurement Delivery

303 Airport Road West

BELFAST

BT3 9ED

#### **Contact**

FAO PROCURMENT OPERATIONS BRANCH

#### **Email**

[construct.info@finance-ni.gov.uk](mailto:construct.info@finance-ni.gov.uk)

#### **Telephone**

+44 2890816555

## **Country**

United Kingdom

## **Region code**

UK - United Kingdom

## **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

## **I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

## **I.3) Communication**

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

<https://etendersni.gov.uk/epps/cft/prepareViewCfTWS.do?resourceId=4865439>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps/cft/prepareViewCfTWS.do?resourceId=4865439>

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

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://etendersni.gov.uk/epps/cft/prepareViewCfTWS.do?resourceId=4865439>

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

Ministry or any other national or federal authority

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

Other activity

The Contracting Authority is purchasing for other contracting authorities.

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## **Section II: Object**

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

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

DOF 4865439 PAN GOVERNMENT PROPERTY MAINTENANCE FRAMEWORK 2024

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

- 45210000 - Building construction work

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

Works

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

Framework Agreement For The Provision Of Property Maintenance Services To The Northern Ireland Government Estate To Include: • Planned Preventative Maintenance (Ppm) Works; • Remedial Maintenance; • Reactive Maintenance; And • Projects Up To A Value Of £75,000, Including Design Services As Necessary. The Agreement Will Comprise Three Lots By Geographic Areas Of Northern Ireland - North, South And West. No Services Will Be Delivered Through The Agreement. On Entering Into The Agreement, The Appointed Contractor Will Also Be Entering Into Multiple Nec4 Facilities Management Contracts. The appointment of a Contractor to the Agreement is not a guarantee of any future workload, but demonstrates an intention to utilise the appointed Contractors to provide services where appropriate. The overall volume and value of property services that will be delivered through the NEC4 FMCs will be wholly dependent on Clients' asset portfolios and current budget constraints.

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

Value excluding VAT: £88,000,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 3

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

1. Lot 1 - Property

Maintenance Contractor – North

2. Lot 2 - Property Maintenance Contractor – South

3. Lot 3 - Property Maintenance Contractor – West

4. Lot 1R - Property Maintenance Contractor – North – RESERVE

5. Lot 2R - Property Maintenance Contractor – South – RESERVE

6. Lot 3R – Property Maintenance Contractor – West – RESERVE

## **II.2) Description**

### **II.2.1) Title**

Lot 1 - Property Maintenance Contractor – North

Lot No

1

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

- 45300000 - Building installation work

- 45310000 - Electrical installation work
- 45351000 - Mechanical engineering installation works
- 45453100 - Refurbishment work

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

NUTS codes

- UKN0 - Northern Ireland

Main site or place of performance

Northern Ireland - North Region

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

Framework Agreement For The Provision Of Property Maintenance Services To The Northern Ireland Government Estate To Include: • Planned Preventative Maintenance (Ppm) Works; • Remedial Maintenance; • Reactive Maintenance; And • Projects Up To A Value Of £75,000, Including Design Services As Necessary. The Agreement Will Comprise Three Lots By Geographic Areas Of Northern Ireland - North, South And West. No Services Will Be Delivered Through The Agreement. On Entering Into The Agreement, The Appointed Contractor Will Also Be Entering Into Multiple NEC4 Facilities Management Contracts. The appointment of a Contractor to the Agreement is not a guarantee of any future workload, but demonstrates an intention to utilise the appointed Contractors to provide services where appropriate. The overall volume and value of property services that will be delivered through the NEC4 FMCs will be wholly dependent on Clients' asset portfolios and current budget constraints.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £32,000,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Agreement will be awarded for a period of up to 4 years. The Agreement shall be appointed, initially for two

years with an option to extend the Agreement for two consecutive one year periods (renewed annually) up to a maximum 4 year period,

(i.e. 2+1+1). The Agreement may be terminated at any time as may be deemed necessary by the Authority.

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

Variants will be accepted: No

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

Options: No

## **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**

Lot 1 - Property Maintenance Contractor – North . The Authority wishes. to appoint six Economic Operators (EOs) to enter into a Pan Government Collaborative Property Maintenance Framework Agreement. 2024 (hereafter referred to as ‘the Agreement’). One Economic Operator will be appointed for Lot 1, Lot 2 and Lot 3 respectively.. The. Agreement will provide the following property maintenance services to the Northern Ireland Government estate:. • planned preventative. maintenance (PPM) works;. • remedial maintenance; . • reactive maintenance; and. • projects up to a value of £75,000, including design. services as necessary.. . The Agreement will comprise three geographic areas of Northern Ireland - North, South and West as listed below.. Document 6 of 7 (Affected Property) provides details of the geographic areas and associated Government properties. . • Lot 1 - Property. Maintenance Contractor – North . • Lot 2 - Property Maintenance Contractor

– South . • Lot 3 - Property Maintenance Contractor – West.. • Lot 1R - Property Maintenance Contractor – North – RESERVE. • Lot 2R - Property Maintenance Contractor – South – RESERVE . • Lot. 3R – Property Maintenance Contractor – West – RESERVE.. No services will be delivered through the Agreement. On entering into the Agreement, each Contractor appointed to Lots 1, 2, and 3 will also be entering into multiple NEC4 Facilities Management Contracts (FMC). as the Service Provider, one with each Client. Please refer to Schedule 5 of the Agreement for details of contract award procedures.. Schedule 10 of the Agreement details the 'Client Group' who will enter into FMCs with the Contractor for each Lot. . It is estimated that the aggregated value of services to be delivered through each individual Lot is as detailed below: . Lot 1 North - £6m - £8m per annum.. Lot 2 South - £6m - £7.5m per annum.. Lot 3 West - £5m - £6.5m per annum.. However, the appointment of a Contractor to the Agreement is not a guarantee of any future workload, but demonstrates an intention to utilise the appointed Contractors to provide services where appropriate. The overall volume and value of property services that will be delivered through the NEC4 FMCs will be wholly dependent on Clients' asset portfolios. The current budget constraints are anticipated to influence the volume of services and works delivered through the NEC4 FMCs. The Reserve Contractors for Lots 1R, 2R and 3R will not enter into any NEC4 FMCs at the time of appointment to the Agreement. Schedule 5 of the Agreement details the procedure by which an FMC would be awarded a Reserve contract as a Service Provider.. . . . The Agreement will be available for use by public sector organisations requiring property related services. in Northern Ireland including:- . . • Government Departments and their Agencies;. • Non-departmental Public Bodies;. • Other Contracting. Authorities . . It is anticipated that most of the services will be in relation to:. . • office estate;. • courts;. • workshops;. • laboratories;. • agricultural facilities;. • colleges and associated sleeping accommodation. • forest facilities;. • storage facilities;. • amenity facilities;. • sports. facilities;. • historic buildings and monuments; . • business/industrial units . • port facilities; and . • vehicle test centres. The Agreement. and associated FMCs will provide property maintenance services as described above and as set out below.. PPM Service Orders will. require the Service Provider to undertake scheduled visits to service systems and equipment to minimise breakdowns, ensure business. continuity, and compliance with relevant statutory, regulatory, and other authoritative requirements, as specified in the Scope. This will. include scheduled routine inspection, testing, servicing and reporting on the components and systems as set out in S2023 SFG20 Core & Custom Schedules.. Remedial Service Orders will require the Service Provider to undertake repairs to buildings or to replace equipment. and systems identified by the Service Provider during a PPM Service Order.. Reactive Service Orders will require the Service Provider to. undertake repairs to buildings, equipment, mechanical & electrical systems within a defined timescale. Historical data on the nature and. volume of reactive Service Orders in 2022/23 is provided at Annex E. Economic Operators should note that this historical information. does not necessarily indicate the level of reactive Service Orders that will be issued as part of this Agreement, but merely provides a broad. indicator of potential reactive Service Orders. . . Projects will be instructed in accordance with the terms of the FMC, through the issue. of a Project Order. These works relate to building, mechanical, electrical, painting and/or specialist construction works projects to meet. specific client requirements. Project Orders will not normally exceed £75,000.00 and may also include

design services.. .

## **II.2) Description**

### **II.2.1) Title**

Lot 2 - Property Maintenance Contractor - South

Lot No

2

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

- 45300000 - Building installation work
- 45310000 - Electrical installation work
- 45351000 - Mechanical engineering installation works
- 45453100 - Refurbishment work

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

NUTS codes

- UKN0 - Northern Ireland

Main site or place of performance

Northern Ireland – South. Region

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

Framework Agreement For The Provision Of Property Maintenance Services To The Northern Ireland Government Estate To Include: • Planned Preventative Maintenance (Ppm) Works; • Remedial Maintenance; • Reactive Maintenance; And • Projects Up To A Value Of £75,000, Including Design Services As Necessary. The Agreement Will Comprise Three Lots By Geographic Areas Of Northern Ireland - North, South And West. No Services Will Be Delivered Through The Agreement. On Entering Into The Agreement, The Appointed Contractor Will Also Be Entering Into Multiple Nec4 Facilities Management Contracts. The appointment of a Contractor to the Agreement is not a guarantee of any future workload, but demonstrates an intention to utilise the appointed Contractors to provide services where



appropriate. The overall volume and value of property services that will be delivered through the NEC4 FMCs will be wholly dependent on Clients' asset portfolios and current budget constraints.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £30,000,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Agreement will be awarded for a period of up to 4 years. The Agreement shall be appointed, initially for two

years with an option to extend the Agreement for two consecutive one year periods (renewed annually) up to a maximum 4 year period,

(i.e. 2+1+1). The Agreement may be terminated at any time as may be deemed necessary by the Authority

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

Variants will be accepted: No

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

Options: No

## **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**

Lot 2 - Property Maintenance Contractor – South . The Authority wishes. to appoint six Economic Operators (EOs) to enter into a Pan Government Collaborative Property Maintenance Framework Agreement. 2024 (hereafter referred to as ‘the Agreement’). One Economic Operator will be appointed for Lot 1, Lot 2 and Lot 3 respectively.. The. Agreement will provide the following property maintenance services to the Northern Ireland Government estate: . • planned preventative. maintenance (PPM) works;. • remedial maintenance; . • reactive maintenance; and. • projects up to a value of £75,000, including design. services as necessary.. . The Agreement will comprise three geographic areas of Northern Ireland - North, South and West as listed below.. Document 6 of 7 (Affected Property) provides details of the geographic areas and associated Government properties. . • Lot 1 - Property. Maintenance Contractor – North . • Lot 2 - Property Maintenance Contractor – South . • Lot 3 - Property Maintenance Contractor – West.. • Lot 1R - Property Maintenance Contractor – North – RESERVE. • Lot 2R - Property Maintenance Contractor – South – RESERVE . • Lot. 3R – Property Maintenance Contractor – West – RESERVE. . No services will be delivered through the Agreement. On entering into the. Agreement, each Contractor appointed to Lots 1, 2, and 3 will also be entering into multiple NEC4 Facilities Management Contracts (FMC). as the Service Provider, one with each Client. Please refer to Schedule 5 of the Agreement for details of contract award procedures.. Schedule 10 of the Agreement details the ‘Client Group’ who will enter into FMCs with the Contractor for each Lot. . It is estimated that the aggregated value of services to be delivered through each individual Lot is as detailed below: . Lot 1 North - £6m - £8m per annum.. Lot. 2 South - £6m - £7.5m per annum.. Lot 3 West - £5m - £6.5m per annum.. However, the appointment of a Contractor to the Agreement. is not a guarantee of any future workload, but demonstrates an intention to utilise the appointed Contractors to provide services where. appropriate. The overall volume and value of property services that will be delivered through the NEC4 FMCs will be wholly dependent on. Clients’ asset portfolios. The current budget constraints are anticipated to influence the volume of services and works delivered through. the NEC4 FMCs. The Reserve Contractors for Lots 1R, 2R and 3R will not enter into any NEC4 FMCs at the time of appointment to the. Agreement. Schedule 5 of the Agreement details the procedure by which an FMC would be awarded a Reserve contract as a Service. Provider.. .

## **II.2) Description**

### **II.2.1) Title**

Lot 3 - Property Maintenance Contractor – West

Lot No

3

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

- 45300000 - Building installation work
- 45310000 - Electrical installation work
- 45351000 - Mechanical engineering installation works
- 45453100 - Refurbishment work

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

NUTS codes

- UKN0 - Northern Ireland

Main site or place of performance

Northern Ireland – West. Region

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

Framework Agreement For The Provision Of Property Maintenance Services To The Northern Ireland Government Estate To Include: • Planned Preventative Maintenance (Ppm) Works; • Remedial Maintenance; • Reactive Maintenance; And • Projects Up To A Value Of £75,000, Including Design Services As Necessary. The Agreement Will Comprise Three Lots By Geographic Areas Of Northern Ireland - North, South And West. No Services Will Be Delivered Through The Agreement. On Entering Into The Agreement, The Appointed Contractor Will Also Be Entering Into Multiple Nec4 Facilities Management Contracts. The appointment of a Contractor to the Agreement is not a guarantee of any future workload, but demonstrates an intention to utilise the appointed Contractors to provide services where appropriate. The overall volume and value of property services that will be delivered through the NEC4 FMCs will be wholly dependent on Clients' asset portfolios and current budget constraints.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £26,000,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Agreement will be awarded for a period of up to 4 years. The Agreement shall be appointed, initially for two

years with an option to extend the Agreement for two consecutive one year periods (renewed annually) up to a maximum 4 year period,

(i.e. 2+1+1). The Agreement may be terminated at any time as may be deemed necessary by the Authority.

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

Variants will be accepted: No

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

Options: No

### **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**

Lot 3 - Property Maintenance Contractor – West . The Authority wishes. to appoint six Economic Operators (EOs) to enter into a Pan Government Collaborative Property

Maintenance Framework Agreement. 2024 (hereafter referred to as 'the Agreement'). One Economic Operator will be appointed for Lot 1, Lot 2 and Lot 3 respectively.. The Agreement will provide the following property maintenance services to the Northern Ireland Government estate: . • planned preventative maintenance (PPM) works; . • remedial maintenance; . • reactive maintenance; and . • projects up to a value of £75,000, including design services as necessary.. . The Agreement will comprise three geographic areas of Northern Ireland - North, South and West as listed below.. Document 6 of 7 (Affected Property) provides details of the geographic areas and associated Government properties. . • Lot 1 - Property Maintenance Contractor – North . • Lot 2 - Property Maintenance Contractor – South . • Lot 3 - Property Maintenance Contractor – West.. • Lot 1R - Property Maintenance Contractor – North – RESERVE. • Lot 2R - Property Maintenance Contractor – South – RESERVE . • Lot. 3R – Property Maintenance Contractor – West – RESERVE. . No services will be delivered through the Agreement. On entering into the Agreement, each Contractor appointed to Lots 1, 2, and 3 will also be entering into multiple NEC4 Facilities Management Contracts (FMC). as the Service Provider, one with each Client. Please refer to Schedule 5 of the Agreement for details of contract award procedures.. Schedule 10 of the Agreement details the 'Client Group' who will enter into FMCs with the Contractor for each Lot. . It is estimated that the aggregated value of services to be delivered through each individual Lot is as detailed below: . Lot 1 North - £6m - £8m per annum.. Lot. 2 South - £6m - £7.5m per annum.. Lot 3 West - £5m - £6.5m per annum.. However, the appointment of a Contractor to the Agreement. is not a guarantee of any future workload, but demonstrates an intention to utilise the appointed Contractors to provide services where. appropriate. The overall volume and value of property services that will be delivered through the NEC4 FMCs will be wholly dependent on. Clients' asset portfolios. The current budget constraints are anticipated to influence the volume of services and works delivered through. the NEC4 FMCs. The Reserve Contractors for Lots 1R, 2R and 3R will not enter into any NEC4 FMCs at the time of appointment to the Agreement. Schedule 5 of the Agreement details the procedure by which an FMC would be awarded a Reserve contract as a Service. Provider.. .

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## **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

In order for a Contractor to be eligible to participate in this competition they must hold licenses,. accreditation or certificates for specific categories and sectors as set out in the Tender Package Documents.

#### **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 contract**

#### **III.2.2) Contract performance conditions**

The Economic Operators' performance on this Contract will be regularly monitored. As part of its contract management procedures, the Contracting Authority will use the Protocol for Managing Poor Supplier Performance, contained in Procurement Guidance Note PGN 01/12 – Contract Management Principles and Procedures. . <https://www.finance-ni.gov.uk/publications/procurement-guidance-note-0112-contract-management-principles-and-procedures>. . If an Economic Operator has received more than one current Notice of Written Warning or a Notice of Unsatisfactory Performance, the Contracting Authority, at its discretion,. can consider an Economic Operator's exclusion from future procurements, being undertaken on behalf of bodies covered by the Northern Ireland Public Procurement Policy (NIPP), for a minimum period of 12 months or 3 years respectively A. list. of bodies subject. to Northern Ireland Public Procurement Policy can be viewed at <https://www.finance-ni.gov.uk/articles/list-public-bodies-which-ni-publicprocurement-policy-applies> .

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 6

#### **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: [2023/S 000-004317](#)

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

Date

11 September 2023

Local time

3:00pm

#### **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**

Tender must be valid until: 11 September 2024

#### **IV.2.7) Conditions for opening of tenders**

Date

11 September 2023

Local time

3:30pm

Place

via CPDs eTendersNI Tender Procurement Portal

Information about authorised persons and opening procedure

Tenders will be opened by the appropriate numbers of staff of CPD's. Procurement Operations Branch



## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

The Authority expressly reserves the right (a) not to award any Contract as a result of the procurement process commenced by. publication of this notice; (b) To make whatever changes it may see fit to the content and structure of the tendering competition; and in. no circumstances will the Authority be liable for any costs incurred by candidates participating in this competition. Contracts awarded as. a result of this procurement process shall be considered as a contract made in Northern Ireland and subject to the exclusive jurisdiction. of the Northern Ireland Courts. The Contracting Authority reserves the right not to award any contracts as a result of this competition.. The process may be terminated or suspended at any time without cost or liability to the Contracting Authority. While it intends to do so,. the Contracting Authority does not bind itself or others to enter into any contract arising out of the procedures envisaged by this notice.. No contractual rights expressed or implied arise out of the notice or procedures envisaged by it. The Contracting Authority reserves the. right to vary its requirements and the procedures relating to the conduct of the award process. The Contracting Authority shall disqualify. any Economic Operator which is ineligible under Regulation 57 of the Public Contracts Regulations (PCR) (subject to any overriding public. interest requirement) and reserves the right to disqualify any organisation which: (a) Provides information or confirmations which later. prove to be untrue or incorrect; (b) Does not supply the information within the timescale required by this notice or by the Invitation to. Tender Documentation or as otherwise required during the process. . . Instructions on how to submit a tender; - Suppliers must be. registered on the Contracting Authorities e- procurement portal, eTendersNI available on the following link: <https://etendersni.gov.uk/.epps/home.do> . . All suppliers should follow the instructions on how to submit a tender within the Introduction and Brief Explanation. document held within the documents area for this procurement on the eTendersNI portal..

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

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

Department of Finance, Central Procurement Directorate Procurement Operations Branch

Department of Finance, Central Procurement Directorate Procurement Operations Branch  
Clare House, 303 Airport Road West

BELFAST

BT3 9ED

Email

[construct.info@finance-ni.gov.uk](mailto:construct.info@finance-ni.gov.uk)

Telephone

+44 2890816555

Country

United Kingdom

Internet address

<https://www.finance-ni.gov.uk/contact>

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

This procurement is governed by the Public Contracts Regulations 2015 and provides for economic operators who have suffered, or who risk suffering, loss, or damage, as a consequence of an alleged breach of the duty owed in accordance with Regulation 91 to start proceedings in the High Court. A standstill period will commence at the point information on the award of the contract is communicated to tenderers. That notification will provide information on the award decision. . The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. Any proceedings relating to any perceived non-compliance with the relevant law must be started within 30 days, beginning with the date when the economic operator first knew, or ought to have known that grounds for starting the proceedings had arisen. (A court may extend the time limit to 3 months, where the court considers that there is a good reason for doing so)..