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Tender

West Norfolk Property Ltd - Managing Agent

West Norfolk Property Limited

F02: Contract notice

Notice identifier: 2021/S 000-018742

Procurement identifier (OCID): ocds-h6vhtk-02d0a4

Published 4 August 2021, 12:15pm

Section I: Contracting authority

I.1) Name and addresses

West Norfolk Property Limited

Borough Council of King's Lynn & West Norfolk, Kings Court, Chapel Street

King's Lynn

PE30 1EX

Contact

Procurement

Email

procurementtenders@west-norfolk.gov.uk

Telephone

+44 1553616200

Country

United Kingdom

NUTS code

UKH16 - North and West Norfolk

Internet address(es)

Main address

www.west-norfolk.gov.uk

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-King%27s-Lynn:-Property-management-services-of-real-estate-on-a-fee-or-contract-basis./95263G3AU2>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to 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

West Norfolk Property Ltd - Managing Agent

II.1.2) Main CPV code

- 70330000 - Property management services of real estate on a fee or contract basis

II.1.3) Type of contract

Services

II.1.4) Short description

West Norfolk Property Limited intends to procure managing agents to find suitable tenants; set up the tenancy agreements; arrange rent collection; carry out periodic inspections; arrange and manage repairs, and provide customer services.

II.1.5) Estimated total value

Value excluding VAT: £200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH16 - North and West Norfolk

Main site or place of performance

North and West Norfolk

II.2.4) Description of the procurement

West Norfolk Property Limited is a company wholly owned by the Borough Council of King's Lynn and West Norfolk which has been set up to hold private rented housing in the borough in order to increase the supply of good quality, professionally managed and more secure private rented housing in the area.

This tender is to procure managing agents to find suitable tenants; set up the tenancy agreements; arrange rent collection; carry out periodic inspections; arrange and manage repairs, and provide customer services.

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: £200,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

WNPL may at its sole discretion, by written notice during a period between 1 and 9 months prior to the expiry date, offer to the contractor an extension, or series of extension of up to two years in total.

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

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/95263G3AU2>

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: No

IV.2) Administrative information

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

Date

3 September 2021

Local time

12:00pm

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

6 September 2021

Local time

10:00am

Place

Council Offices

Information about authorised persons and opening procedure

Procurement Officer together with a Legal Representative and relevant Assistant Director will open Tenders via the Delta e-Sourcing Tender Portal.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 5 years if contract is extended

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

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GO Reference: GO-202184-PRO-18682685

VI.4) Procedures for review

VI.4.1) Review body

West Norfolk Property Limited

Borough Council of King's Lynn & West Norfolk, Kings Court, Chapel Street

King's Lynn

PE30 1EX

Email

monitoringofficer@west-norfolk.gov.uk

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+44 1553616200

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Internet address

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