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Planning

## **Leasing & Management of Offices - Request for Information**

Aberdeenshire Council

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-019088

Procurement identifier (OCID): ocds-h6vhtk-03dee4

Published 5 July 2023, 9:07am

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

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

Aberdeenshire Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

#### **Email**

[cpssprocurement@aberdeencity.gov.uk](mailto:cpssprocurement@aberdeencity.gov.uk)

#### **Telephone**

+44 1467539600

#### **Country**

United Kingdom

**NUTS code**

UKM50 - Aberdeen City and Aberdeenshire

**Internet address(es)**

Main address

<http://www.aberdeenshire.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00232](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00232)

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Regional or local 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**

Leasing & Management of Offices - Request for Information

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

- 70000000 - Real estate services

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

Services

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

Aberdeenshire Council is the owner of 9 office buildings in various locations throughout Aberdeenshire and these have been leased on a single lease to Enterprise North East Trust Ltd (trading as Elevator) for a period of 15 years from October 2008 until October 2023 and operated as Business Centres.

Aberdeenshire council is seeking proposals from companies to take over the management and leasing of these nine properties from October 2023 and all associated activities including marketing etc. The contract will run for a period of 3 years with a possible 1-year extension.

The 9 centres are spread throughout Aberdeenshire and currently produce a total income of approximately 265,000GBP per annum. The total floor area is approximately 4,088 sq m (44,000 sq ft) and there are currently 178 units/offices. Occupancy rates range between approximately 50% and 100%.

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

This contract is divided into lots: No

### **II.2) Description**

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

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

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### **II.3) Estimated date of publication of contract notice**

31 July 2023

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## **Section IV. Procedure**

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

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

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

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at [https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=737744](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=737744).

(SC Ref:737744)