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Tender

Ashdown Phillips Tootal Buildings ~ Security Tender

Ashdown Phillips Tootal Buildings

F02: Contract notice

Notice identifier: 2023/S 000-020004

Procurement identifier (OCID): ocids-h6vhtk-03e146

Published 12 July 2023, 4:05pm

Section I: Contracting authority

I.1) Name and addresses

Ashdown Phillips Tootal Buildings

Broadhurst House, 56 Oxford St

Manchester

M1 6EU

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

Region code

UKD3 - Greater Manchester

Internet address(es)

Main address

<https://www.thetotalbuildings.co.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-Manchester:-Security-services./2T5D82248X>

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

Other type

Privated limited company

I.5) Main activity

Other activity

Specialist Property Management Company

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Ashdown Phillips Tootal Buildings ~ Security Tender

II.1.2) Main CPV code

- 79710000 - Security services

II.1.3) Type of contract

Services

II.1.4) Short description

The Tootal Buildings are located in the vibrant and exciting neighbourhood of Manchester's Oxford Road Corridor in Central Manchester. Together they form two iconic grade II listed inter-linked buildings.

II.1.5) Estimated total value

Value excluding VAT: £1

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKD3 - Greater Manchester

Main site or place of performance

Greater Manchester

II.2.4) Description of the procurement

The building:

The Tootal Buildings are located in the vibrant and exciting neighbourhood of Manchester's Oxford Road Corridor in Central Manchester. Together they form two iconic grade II listed inter-linked buildings.

The buildings have been transformed to provide Manchester with a sustainable, modern workspace and quality amenities. (Home - The Tootal Buildings)

Scope:

Ashdown Phillips and Partners Ltd on behalf of our client are seeking proposals from security specialist to provide the following services:

Security and Concierge Primary Duties

- Offer a warm and professional welcome to visitors
- Oversee the safe-keeping of the building's keys to allow access for maintenance and repairs when necessary
- Contribute to the maintenance of the building by reporting faults or damage to fixtures and fittings
- Oversee deliveries and directing Couriers
- Act as a first point of contact for any queries and complaints
- Deal with lost property and locating missing items
- Liaise with housekeeping and cleaning staff to ensure that safety and cleanliness standards are maintained
- IAuditor to be completed daily,
- Open and lock up.
- Monitor CCTV

Courtyard Main Duties

- Act as a first point of contact for visitors and tenants
- Offer a warm and professional welcome to visitors
- Monitor access / egress to ensure that any people entering the building via the courtyard are authorised to do so.
- Oversee Deliveries and directing Couriers
- Booking visitors in and out
- Keep security log in DOB
- Open and lock up

Operating Hours

Broadhurst Reception x 1 Officer

- 0700-1600hrs Monday to Friday
- 1600-1800hrs Monday to Friday
- Closed – Saturday & Sunday

Lee House Reception x 1 Officer

- 0800-1700 hrs Monday to Friday
- 1700-2200 hrs Monday to Friday
- 2200-0800 hrs Monday to Friday
- 0800-2000 hrs Saturday & Sunday
- 2000-0800 hrs Saturday & Sunday

Courtyard x 1 officer

- 0600-1800 hrs Monday to Friday

PLEASE NOTE:

No value specified for the contract at PQQ Stage

The actual tenders closes on the 26th July at 12:00pm

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 2023

End date

30 September 2026

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage

II.2.10) Information about variants

Variants will be accepted: Yes

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://litmustms.co.uk/respond/2T5D82248X>

Section III. Legal, economic, financial and technical information

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

Accelerated procedure

Justification:

Due to start of contract date

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

Date

27 July 2023

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

3 August 2023

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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.

It will be the supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time. The contracting authority reserves the right not to award any or part of the contract which is the subject of this contract notice and reserves the right to terminate the procurement process at any time. The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity. The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

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

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GO Reference: GO-2023712-PRO-23392837

VI.4) Procedures for review

VI.4.1) Review body

Ashdown Phillips Tootal Buildings

Broadhurst House, 56 Oxford St

Manchester

M1 6EU

Country

United Kingdom

