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Planning

## **Full Property Management Services**

KNIGHT FRANK PROMISE

F01: Prior information notice

Reducing time limits for receipt of tenders

Notice identifier: 2022/S 000-021700

Procurement identifier (OCID): ocids-h6vhtk-0359ba

Published 8 August 2022, 11:48am

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

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

KNIGHT FRANK PROMISE

St Ann's Quay 124 Quayside

Newcastle upon Tyne

NE1 3BD

#### **Contact**

Elva Varna

#### **Email**

[support@Maistro.com](mailto:support@Maistro.com)

#### **Telephone**

+44 1392325527

#### **Country**

United Kingdom

**Region code**

UKC2 - Northumberland and Tyne and Wear

**Companies House**

OC305934

**Internet address(es)**

Main address

<https://maistro.com/>

Buyer's address

<https://www.knightfrank.co.uk/knight-frank-promise>

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<https://portal.maistro.com/b/projects/136f37cf-9229-4e9c-b3be-818b60937370/expression-of-interest>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://portal.maistro.com/b/projects/136f37cf-9229-4e9c-b3be-818b60937370/expression-of-interest>

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

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Full Property Management Services

Reference number

VMEGV/VKRNP

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

- 50700000 - Repair and maintenance services of building installations

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

Services

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

Knight Frank Promise delivers innovative facilities management services across the UK, Knight Frank Promise provides onsite management for a range of commercial, residential, and mixed-use properties and for both landlords and occupiers. Knight Frank Promise select, provide and manage on-site staff, ensuring highly effective front of house, maintenance, cleaning, security and health & safety, fire, and environmental compliance.

For further information, please visit our website: <https://www.knightfrank.co.uk/knight-frank-promise>

Maistro UK Limited (Maistro) is inviting suppliers to complete a Pre Qualification Questioner to be selected for the further tendering process at the ITT stage for the Property Management services at Sunderland City Council, on behalf of Knight Frank Promise.

Knight Frank Promise is looking to appoint a professional Property Management supplier to maintain its assets at City Hall, Sunderland which is the new headquarters of the Sunderland City Council. It is located at the former Vaux Brewery site, now known as Riverside Sunderland, and was completed in November 2021

Knight Frank Promise, acting as managing agent on behalf of Sunderland City Council, City Hall, will issue a Master Services Agreement at the ITT stage.

Please note, to access the PQQ please follow the link and register your interest, once this is completed you will receive an additional email with the further link to access the Pre-Qualification Questioner project description and questions for completion.

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

Value excluding VAT: £240,000

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

This contract is divided into lots: No

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

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

- 500000000 - Repair and maintenance services

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

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

Main site or place of performance

Full Property Management Service at Sunderland City Council, on behalf of Knight Frank Promise.

Correspondence address of Sunderland City Council is:

City Hall, Plater Way,

Sunderland,

Tyne And Wear,

United Kingdom,

SR1 3AA

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

Knight Frank Promise is looking to appoint a professional Property Management supplier to maintain its assets at City Hall, Sunderland which is the new headquarters of the Sunderland City Council. It is located at the Vaux Site and was completed in November

2021

Please note: Knight Frank Promise, acting as managing agent on behalf of Sunderland City Council, City Hall, will issue a Master Services Agreement at the ITT stage.

Property Management for the Sunderland City Council, City Hall

This PQQ seeks suppliers who can provide full Property Management services in conjunction with quality assurance expertise to maintain, operate and manage the full spectrum of building services. The appointed supplier will provide measurable, high-quality, and high-value-added Property Management services.

Knight Frank Promise has a number of assets that are coming out of warranty and are in need of planned preventative maintenance. Any entering suppliers must have the knowledge and use of E-Logbooks that allows Knight Frank Promise to track, and monitor completed work on site.

Any supplier and its contractors must have the ability to use the electronic permit system E TAP more details of E Tap can be found at the following website; <https://www.tap-in.co.uk/>

The chosen supplier and its contractors must comply and hold SafeContractor accreditation throughout the duration of the contract term.

## Specification

The current maintenance planner is available at the Maistro platform once suppliers have expressed their interest.

the types of equipment to maintain include but are not limited to the list below, more detailed information will be made available at the ITT stage of procurement;

\*Boilers

\*Fire Sprinkler System

\*Dry Riser

\*Expansion Vessel

\*Fan Coil Units

\*Cold Water Booster

- \*Heat Recovery Units
- \*Overdoor Heater
- \*Plate Heat Exchanger
- \*Plumbing Sanitary
- \*Pressurisation Unit
- \*Pumps
- \*Supply/Extract Fan
- \*Trench Heating
- \*Underfloor Heating
- \*Disabled Toilet Alarm
- \*Emergency Lighting
- \*Hand Driers
- \*Internal Lighting
- \*Pest Control
- \*Timeclock Changes
- \*Trace Heating
- \*Calorifier
- \*Expansion Vessels
- \*LTM Hot & Cold
- \*Legionella
- \*Shower
- \*TMV's

- \*Access Control
- \*Auto Doors
- \*Booster Set
- \*BMS
- \*CCTV
- \*Chillers
- \*Drainage
- \*Fire Dampers
- \*Fire Suppression
- \*Fixed Ladders
- \*Handrail
- \*Leak Detection System
- \*Mansafe System
- \*PAT Testing
- \*Smoke Vents
- \*Emergency Lighting
- \*Fire Doors
- \*Water Tank

Please note: Note Knight Frank Promise is looking to select no more than 6 suppliers for the ITT stage procurement.

#### **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: £240,000

### **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

We are looking to appoint on a three (3) plus two-year (2) term subject to performance review

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

Variants will be accepted: Yes

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

19 September 2022

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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

Knight Frank Promise requires suppliers to quote like-for-like, based on the maintenance planner that is available at the Maistro Platform, but is also open to reviewing suggested proposals as an addition.



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## **Section IV. Procedure**

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

#### **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 a single operator

#### **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.2.5) Scheduled date for start of award procedures**

1 November 2022

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## **Section VI. Complementary information**

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

Maistro

1A Grow On Building 3 Babbage Way

Exeter

EX5 2FN

Email

[support@maistro.com](mailto:support@maistro.com)

Telephone

+44 1392325557

Country

United Kingdom

Internet address

<https://maistro.com/>

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

Precise information on deadline(s) for review procedures

Tender Timetable

PQQ Launch day - 8th August

PQQ Submission deadline - 6th September

PQQ Evaluation - 15th September

PQQ Shortlisting Notification - 15th September

ITT Launch day (30 days)\*\* - 19th September

ITT Question Deadline - 16th September

ITT Site visits - One site visit date will be available with a duration of 3 hours, this will be provided at the ITT stage

ITT Submission Deadline - 18th October

ITT Evaluation - 1st November

ITT Shortlisted supplier presentations - TBC

BAFO -14th November

Standstill (10 days)\*\* - 24th November

Contract Award - 1st December

Implementation Period & Internal Comms -12th December

Contract Start Date - 2nd of January