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Tender

## **EPP0120 Professional Estate Services in respect to Knightswick Shopping Centre Management**

Castle Point Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-021713

Procurement identifier (OCID): ocids-h6vhtk-045405

Published 15 July 2024, 4:05pm

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

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

Castle Point Borough Council

Kiln Road, Thundersley

Benfleet

SS7 1TF

#### **Contact**

Lili Roqueta

#### **Email**

[lili.roqueta@braintree.gov.uk](mailto:lili.roqueta@braintree.gov.uk)

#### **Telephone**

+44 1268882200

#### **Country**

United Kingdom

**Region code**

UKH3 - Essex

**Internet address(es)**

Main address

<https://www.castlepoint.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-Benfleet:-Commercial-property-management-services./M978C766C5>

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

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**Section II: Object**

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

**II.1.1) Title**

EPP0120 Professional Estate Services in respect to Knightswick Shopping Centre Management

Reference number

EPP0120

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

- 70332200 - Commercial property management services

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

Services

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

Castle Point Borough Council is seeking tenders for the delivery of Asset Management and Property Management in relation to Knightswick Shopping Centre, based on a Council owned site in Foksville Road, Canvey Island.

### **SCOPE OF THE CONTRACT**

2.1.Lot 1 – Asset Management

2.2.Lot 2 – Property Management

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

Value excluding VAT: £425,000

### **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: 2

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

1 and 2

## **II.2) Description**

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

Lot 1 - Asset Management

Lot No

1

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

- 70332200 - Commercial property management services

**II.2.3) Place of performance**

NUTS codes

- UKH3 - Essex

Main site or place of performance

Essex

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

Asset Management (to maximise the NOI through lettings, rent reviews & lease regears, getting best value from service charge etc)

**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: £250,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

the contract will be reviewed and re-advertised nearer to the time of contract expiry

**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/M978C766C5>

## **II.2) Description**

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

Lot 1- Property Management

Lot No

2

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

- 79993000 - Building and facilities management services

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

NUTS codes

- UKH3 - Essex

Main site or place of performance

Essex

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

Property Management (providing the day-to-day management of the property including the collection of rent and other receivables, administration of service charges, payments of outgoings, maintenance including repairs, H&S, FRA, supervision of staff etc)

### **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: £175,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

the contract will be reviewed and re-advertised nearer to the time of contract expiry

### **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

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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

Tenderers must conform to RICS guidelines

#### **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

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## **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: Yes

### **IV.2) Administrative information**

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-012972](#)

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

Date

16 August 2024

Local time

10:00am

**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

16 August 2024

Local time

10:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 6 months before the contract end

### **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:

<https://www.delta-esourcing.com/tenders/UK-UK-Benfleet:-Commercial-property-management-services./M978C766C5>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/M978C766C5>

GO Reference: GO-2024715-PRO-26890270

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

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

Castle Point Borough Council

Kiln Road

Benfleet

SS7 1TF

Telephone

+44 1268882200

Country

United Kingdom

**VI.4.2) Body responsible for mediation procedures**

Castle Point Borough Council

Kiln Road

Braintree

SS7 1TF

Telephone

+44 1268882200

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Castle Point Borough Council

Kiln Road

Braintree

SS7 1TF

Telephone

+44 1268882200

Country

United Kingdom