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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): ocds-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

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

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-esourcing.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

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

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

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>

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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