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Tender

## **Procurement of Legal Services**

Govanhill Housing Association

F02: Contract notice

Notice identifier: 2024/S 000-022089

Procurement identifier (OCID): ocds-h6vhtk-047e27

Published 17 July 2024, 3:43pm

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

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

Govanhill Housing Association

Samaritan House

Glasgow

G42 7JG

#### **Contact**

John Quinn

#### **Email**

[jquinn@govanhillha.org](mailto:jquinn@govanhillha.org)

#### **Telephone**

+44 7901008901

#### **Fax**

+44 1416363685

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

[www.govanhillha.org](http://www.govanhillha.org)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA13462](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13462)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA13462](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13462)

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

Housing Association

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Procurement of Legal Services

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

- 79100000 - Legal services

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

Services

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

Procurement of Legal Services for a Mid to Large sized Housing Association in Glasgow, Scotland

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

Value excluding VAT: £240,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

Lot 1 and Lot 2

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

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

Legal Services for Procurement, Construction, Acquisitions, Litigation & Property Conveyancing needs of the Association including Factoring. Governance and Financial

## Management

Lot No

1

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

- 79100000 - Legal services

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Glasgow

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

Procurement for the Legal Services for the Procurement, Construction, Acquisitions, Litigation & Property Conveyancing needs of the Association including Factoring, and for its Governance and Financial Management requirements

### **II.2.5) Award criteria**

Quality criterion - Name: Sector Knowledge, Proposed Team, Contract Management, Added Value / Weighting: 70%

Cost criterion - Name: All Hourly rates for duration of contract , Fixed fees as per pricing schedule, all travel and other expenses, other costs as identified as important. / Weighting: 30%

### **II.2.6) Estimated value**

Value excluding VAT: £135,000

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

Start date

2 December 2024

End date

1 December 2027

This contract is subject to renewal

Yes

Description of renewals

Extensions of 1 year + 1 year + 1 year

#### **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) Description**

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

Provision of Legal Services for the Housing, Tenancy and Estate Management needs of the Association

Lot No

2

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

- 79100000 - Legal services

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Glasgow

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

Procurement for the Provision of Legal Services for the Housing, Tenancy and Estate Management needs of the Association

#### **II.2.5) Award criteria**

Quality criterion - Name: Sector Knowledge, Proposed Team, Contract Management, Added Value / Weighting: 70%

Cost criterion - Name: All Hourly rates for duration of contract , Fixed fees as per pricing schedule, all travel and other expenses, other costs as identified as important. / Weighting: 30%

#### **II.2.6) Estimated value**

Value excluding VAT: £105,000

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

Start date

2 December 2024

End date

1 December 2027

This contract is subject to renewal

Yes

Description of renewals

Extensions of 1 year + 1 year + 1 year

#### **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

The bidders must be appropriately legally qualified

#### **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

### **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

Reference to the relevant law, regulation or administrative provision

Relevant legally qualified organisations registered to provide legal services in Scotland

#### **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

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

Date

23 August 2024

Local time

12:00pm

#### **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**

Tender must be valid until: 22 November 2024

#### **IV.2.7) Conditions for opening of tenders**

Date

26 August 2024

Local time

12:00pm

Place

Samaritan House, 79 Coplaw Street, Govanhill, Glasgow G42 7JG

Information about authorised persons and opening procedure

Representatives of Govanhill Housing Association Senior Management Team

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

There was a tender published on 9 July requesting similar services from Govanhill Housing Association which has subsequently been cancelled.

The link to documents on the Association's website has also been changed

The appropriate link now is

<https://www.govanhillha.org/document/tender-document-legal-services/>

ps.

The start date anticipated and published in this publication is the correct one 2 Dec 2024 (the link to website document shows an earlier start date of 1 Oct 2024)

Appendix A in the website document provides a pricing schedule/matrix

There is no appendix B in this document...it is covered elsewhere in this publication

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 772068. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

There is an expectation that the Community should benefit from contracts administered by the Housing Association working for the best interests of that community. As such, the Community Benefits requirements of this contract will be discussed with the Housing

Association at various opportune times during the duration of the contract.

(SC Ref:772512)

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

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

Glasgow Sheriff Court,

Sheriff Clerk's Office PO Box 23 1 Carlton Place Glasgow G5 9DA

Glasgow

G5 9DA

Country

United Kingdom