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Tender

Procurement of Legal Services

Govanhill Housing Association

F02: Contract notice

Notice identifier: 2024/S 000-022089

Procurement identifier (OCID): ocids-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

Telephone

+44 7901008901

Fax

+44 1416363685

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

www.govanhillha.org

Buyer's address

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

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

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

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

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

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