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Tender

## **Tender for the provisioning of a Business Innovation Centre Operator**

Southend-on-sea Borough Council

F02: Contract notice

Notice identifier: 2021/S 000-023079

Procurement identifier (OCID): ocids-h6vhtk-02e19a

Published 16 September 2021, 3:56pm

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

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

Southend-on-sea Borough Council

Civic Centre

SOUTHEND-ON-SEA

SS26ER

#### **Contact**

procurementadvisors@southend.gov.uk

#### **Email**

[procurementadvisors@southend.gov.uk](mailto:procurementadvisors@southend.gov.uk)

#### **Telephone**

+44 1702215000

#### **Country**

United Kingdom

**NUTS code**

UKH3 - Essex

**Internet address(es)**

Main address

<https://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

Buyer's address

<https://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

**I.3) Communication**

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

<https://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

**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**

Tender for the provisioning of a Business Innovation Centre Operator

Reference number

DN568951

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

- 75000000 - Administration, defence and social security services

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

Services

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

Southend-on-Sea Borough Council (the Council) invites suitably qualified and experienced organisations to tender for the opportunity to become the Operator of The Launchpad, which will be located at Southend Airport Business Park. The Council's ambition for the Launchpad is that it becomes, a flagship centre for business innovation, entrepreneurship, networking and business growth. The Operator through its day to day running of the Launchpad will be responsible for managing and growing the operational, economic and reputational success of the centre.

The Operator must aspire to equip and enable Launchpad Customers to grow in terms of their size, their reputation and their economic standing. The Operator must support the Launchpad Customers to become permanent, productive and prosperous members of the Airport Business Park community and the wider business community as a whole.

The Tender Documents for this opportunity can be accessed via:

<https://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

The deadline for receipt of clarification requests relating to the Tender Documents is: 25th October 2021

The deadline for submission of completed Tender Responses is: 10th November 2021.

The Minimum Level Requirements are covered in detail in the Documents provided. This

includes, but is not limited to, detail on Ability, Financial Standing, and Insurance. The elements which are either "scored" or "pass / fail" are fully explained within the documentation provided as part of the procurement.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 38000000 - Laboratory, optical and precision equipments (excl. glasses)
- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products
- 55900000 - Retail trade services
- 73000000 - Research and development services and related consultancy services
- 75100000 - Administration services
- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 80000000 - Education and training services
- 98000000 - Other community, social and personal services

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

NUTS codes

- UKH3 - Essex

Main site or place of performance

This is confirmed in detail as part of the Tender Documentation.

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

Southend-on-Sea Borough Council (the Council) invites suitably qualified and experienced organisations to tender for the opportunity to become the Operator of The Launchpad, which will be located at Southend Airport Business Park. The Council's ambition for the Launchpad is that it becomes, a flagship centre for business innovation, entrepreneurship, networking and business growth. The Operator through its day to day running of the Launchpad will be responsible for managing and growing the operational, economic and reputational success of the centre.

The Operator must aspire to equip and enable Launchpad Customers to grow in terms of their size, their reputation and their economic standing. The Operator must support the Launchpad Customers to become permanent, productive and prosperous members of the Airport Business Park community and the wider business community as a whole.

The requirements of the prospective contract are covered in detail within the Tender Documents.

The Tender Documents for this opportunity can be accessed via:

<https://procurement.southend.gov.uk/southend/portal.nsf/index.htm>

The deadline for receipt of clarification requests relating to the Tender Documents: 25th October 2021

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 January 2022

End date

31 December 2031

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further 5 years or any part thereof. This is further detailed as part of the Tender Documentation.

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

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

This is confirmed in detail as part of the Tender Documentation.

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

##### **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: No

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

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

Date

10 November 2021

Local time

2:00pm

#### **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**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

10 November 2021

Local time

2:05pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

High Court of England and Wales

Courts of Justice, The Strand,

London, WC2A 2LL,

WC2A 2LL

Country

United Kingdom