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Tender

## **Management Services For SHBC's Predominantly Retail Holdings**

Surrey Heath Borough Council

F02: Contract notice

Notice identifier: 2022/S 000-023729

Procurement identifier (OCID): ocds-h6vhtk-0362c8

Published 25 August 2022, 10:05am

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

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

Surrey Heath Borough Council

Surrey Heath House, Knoll Road

Camberley

GU15 3HD

#### **Contact**

Mehefin Bell

#### **Email**

[mehefin.bell@surreyheath.gov.uk](mailto:mehefin.bell@surreyheath.gov.uk)

#### **Telephone**

+44 1276707100

#### **Country**

United Kingdom

**Region code**

UKJ25 - West Surrey

**Internet address(es)**

Main address

[www.surreyheath.gov.uk](http://www.surreyheath.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-Camberley:-Commercial-property-management-services./Y5789WJ9DX>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/tenders/UK-UK-Camberley:-Commercial-property-management-services./Y5789WJ9DX>

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**

Management Services For SHBC's Predominantly Retail Holdings

Reference number

2022/6/ID/79

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

- 70332200 - Commercial property management services

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

Services

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

Surrey Heath Borough Council (SHBC) invites tenders for the provision of the Management Services for SHBC's predominantly retail holdings

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

Value excluding VAT: £2,800,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKJ25 - West Surrey

Main site or place of performance

West Surrey

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

Surrey Heath Borough Council (SHBC) invites tenders to support its intention to appoint a first class Managing Agent to undertake Management Services (as defined within Specification and the Management Services Agreement) for its significant, predominantly retail holdings in Camberley town centre.

It is anticipated that the contractor will provide the Management Services from April 2023. The initial contract period will be 5 years, with an option (exercisable by the Council) to extend for a further period of 2 years (subject to contract review and budget availability).

#### **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**

Duration in months

84

This contract is subject to renewal

No

#### **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.1.2) 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.2.2) Contract performance conditions**

As stated within the specification.

#### **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: No

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

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

Date

26 September 2022

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**

Duration in months: 6 (from the date stated for receipt of tender)

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

Date

26 September 2022

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

The Council shall have no liability for any costs, expenses, fees or charges (including third party charges) by those tendering for this opportunity. No contract (whether implied or otherwise) shall exist between any bidder and the Council until such time as a contract is awarded to a successful bidder. The Council reserves the right to make any changes to the procurement as it may require at anytime with no liability on its part (including to change, suspend, stop or terminate the process and not award a contract and/or to reject any or all bids at any time).

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Camberley:-Commercial-property-management-services./Y5789WJ9DX>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/Y5789WJ9DX>

GO Reference: GO-2022824-PRO-20845900

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

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

High Court of England and Wales

London

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The Council will incorporate a minimum 10 calendar day standstill period (or 15 days

where non-electronic or fax methods are used) at the point that an award decision notice is communicated to tenderers. The award decision notice will specify the criteria for the award of the contract, the reasons for the decision, including the characteristics and relative advantages, the name and score of the successful tenderer; and will specify when the standstill period is expected to end or the date before which the Council will not conclude the contract. If an appeal regarding the award of a contract has not been successfully resolved, the Public Contracts Regulations 2015 set out the time frame within which aggrieved parties who have been harmed or are at risk of a breach of the rules may take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought within 30 days from the date when the economic operator in question first knew or ought to have known that grounds for the bringing of proceedings had arisen.