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Tender

## **Meanwhile Void Space Operator Phase 3**

Westminster City Council

F02: Contract notice

Notice identifier: 2022/S 000-023830

Procurement identifier (OCID): ocds-h6vhtk-036307

Published 25 August 2022, 3:58pm

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

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

Westminster City Council

64 Victoria Street, WE1 6QP

London

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#### **Email**

[rtigere@westminster.gov.uk](mailto:rtigere@westminster.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKI32 - Westminster

#### **Internet address(es)**

Main address

<https://www.capitalesourcing.com>

### **I.3) Communication**

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

<https://www.capitalesourcing.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.capitalesourcing.com>

Tenders or requests to participate must be submitted to the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.capitalesourcing.com>

### **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**

Meanwhile Void Space Operator Phase 3

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

- 70332200 - Commercial property management services

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

Services

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

The Meanwhile Activations Programme (previously West End Voids Activation and Pop-Up Project) was envisaged as a pilot scheme to enliven vacant premises and address the negative impact that these had on visitors' perception of the West End. The project aimed to support UK emerging creative talent and local start-ups by giving them the opportunity to raise their profile and generate income under an operational framework that enabled them to activate vacant premises in the West End.

The programme was originally conceived to take advantage of the business rates holiday period introduced by the Government and to make areas across Central London accessible to a new demographic of business for the first time.

Phase 1 sought to enliven vacant premises and test innovative concepts through a curated programme of cultural activations delivered by UK based emerging artists and local organisations. The cultural activations performed as experimental platforms for a different demographic of businesses. These unique spaces, where art was produced and consumed, encouraged property owners and visitors to use vacant spaces in different ways, diversifying the existing offer and creating opportunities for in-person interactions. A total of six activations were delivered as part of this phase.

Phase 2 focused on experiential retail as well as arts and culture, supporting up-and-coming UK businesses. This phase delivered six activations and supported a total of thirty-two small brands who otherwise would not have had the capital to be able to operate from the West End.

Phase 3 will look to continue these efforts across the borough's high streets but has been envisioned to deliver two clear objectives; the first one being to tackle the rapid

proliferation of candy, souvenir, and other low-quality shops, with a special focus along Oxford Street. The second objective will seek to incubate brands via the creation of a life cycle to support the transition from pop-up occupiers into long-term, rent paying tenants, creating a pipeline of high-quality tenants that not only have the ability to attract footfall back into the area, but can offer goods, services, practices, and experiences that consumers have indicated they would like to see on our high streets and would otherwise not be able to attain online.

Phase 3 of the project is set to start in Winter 2022.

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

Value excluding VAT: £1,341,140

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

This contract is divided into lots: No

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

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

- 70332200 - Commercial property management services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

The main place of performance is in bid areas around Westminster as the crow flies from post code W1A 1AA Victoria Street

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

The Meanwhile Space Activations, through Phase 3 implementation, is seeking to provide differentiated approaches to raise the profile of three BID areas through a targeted network of activations that will commence around January 2023 or sooner to 13th November 2025 (three years) offered on a 1 + 1 +1 basis which is proposed for the Phase 3 contract delivery period. Please note the contract end date shall be 3 years from the date from contract commencement.

#### **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: £1,341,140

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

Duration in months

36

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

**II.2.14) Additional information**

The project may be varied upwards or downwards and if the Authority chooses to modify the contract during its term, this will be done through permissions in PCR (2015) Regulation 72 as amended, irregardless of value of the variation without triggering a new procurement process.

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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

As per procurement documents

#### **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**

The contract will be managed through a suite of Contract KPI's which will be inserted in contract document and managed on a frequency to be agreed at onboarding meeting

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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 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

23 September 2022

Local time

1:00pm

Place

Online

Information about authorised persons and opening procedure

Ronny Tigere

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

This opportunity and all associated procurement documents will be accessible via our e-sourcing portal, kindly visit; [www.capitalesourcing.com](http://www.capitalesourcing.com) and search for the following reference: prj\_WCC\_20383 - Meanwhile Void Space Operators . If you have any questions, please submit these through the e-tendering portal (“the Portal”)

Our e-sourcing portal site is free to register on.

To view details of the Opportunity via the Portal please click the following link and enter your Username and

Password:

<https://www.capitalesourcing.com/web/login.shtml>

Or browse as follows:

- Connect to <https://www.capitalesourcing.com>
- Enter your Username and Password
- Go to Published Opportunities
- Click on the Project Title 'Community Equipment Consortium ITT' to view details.

Confidential Data Pack Information

In order to protect the confidential nature of the additional data pack information, the

Authority will provide

restricted access to Candidates using PowerBi via the following link:

Tender Data Pack - Power BI

Candidates are required to have an Office 365 package that includes the Power BI service app in order to access the additional data pack information.

Candidates can request access to the abovementioned information by following the instructions below:

1. Candidates will need to message the Authority via the Portal and provide their email address corresponding with their bidding organisation in order to gain access.
2. Upon receipt of the above request, the Authority will provide access to the Tender Data Pack to the Candidate making the request.
3. If Candidates have a question or experience any issues in accessing the Tender Data Pack information, please use the Portal's messaging facility.

The Tender Data Pack contains confidential and commercially sensitive information. Candidates are referred to (Procurement Conditions) in relation to the handling/use of this information. Bid submissions must be by way of completion and return of the three Envelopes referred to in the Invitation to Tender ("ITT") document (in accordance with the requirements set out in the ITT) by the date and time

specified in Section IV.2.2. The Authority reserves the right not to accept submissions that are received after the deadline. Candidates are encouraged to submit their submissions well in advance of the stated date and time in order to avoid issues such as technical difficulties with the electronic system that may be due to the high volumes of traffic attempting to submit applications on the same date at the same time.

Candidates are responsible for their own costs in relation to this procurement process. The Authority reserves the right to cancel the procurement procedure at any point and shall have no liability to candidates whatsoever in respect of any costs incurred by candidates in participating in the tender process.

Candidates should note that the Authority gives no warranty or guarantee of any value of activations to be awarded against this contract notice.

All potential providers are reminded that the contracting authority is not bound to award any contract as a result of this contract notice or does it promise any volume guarantees as a result of this notice. All potential candidates must accept all the terms of the contract

without qualification for your tender to be accepted.

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

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

Royal Courts of Justice

London

Country

United Kingdom

##### **VI.4.2) Body responsible for mediation procedures**

Royal Courts of Justice

Strand , Edmund Street

London

WC2A 2LL

Country

United Kingdom