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Tender

# **BBC 0922 - Business Centre Management**

Broxbourne Borough Council

F02: Contract notice

Notice identifier: 2022/S 000-024735

Procurement identifier (OCID): ocds-h6vhtk-03659d

Published 2 September 2022, 7:42pm

## **Section I: Contracting authority**

## I.1) Name and addresses

Broxbourne Borough Council

Bishops' College, Churchgate

Cheshunt

EN8 9XG

#### Contact

Rebecca Keene

#### **Email**

tracy.brannick@broxbourne.gov.uk

### **Telephone**

+44 1992785555

### Country

**United Kingdom** 

#### **NUTS** code

UKH23 - Hertfordshire

### Internet address(es)

Main address

https://www.broxbourne.gov.uk

## I.3) Communication

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

https://in-tendhost.co.uk/supplyhertfordshire

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

Regional or local authority

## I.5) Main activity

Economic and financial affairs

## **Section II: Object**

### II.1) Scope of the procurement

#### II.1.1) Title

BBC 0922 - Business Centre Management

Reference number

**TB66** 

#### II.1.2) Main CPV code

• 70332000 - Non-residential property services

### II.1.3) Type of contract

Services

#### II.1.4) Short description

The Borough of Broxbourne is seeking an experienced and suitably qualified organisation to manage two business centres located within the Borough. The first is an established centre located in Hoddesdon and the second is currently under construction at Theobalds Business Park, near Waltham Cross adjacent to the A10, scheduled for handover in December 2022. The Council are looking for management for a period of five years with the option to extend fir a further two years and the appointed company must be able to accept management from December 2022. Further details can be found in the tender documents available for download from Supply Hertfordshire, <a href="https://intendhost.co.uk/supplyhertfordshire">https://intendhost.co.uk/supplyhertfordshire</a>, the Council's electronic tendering portal. The closing date for submissions is noon on Friday 7th October 2022 and the deadline for queries is Wednesday 21st September 2022, all queries should be made via the portal.

#### II.1.5) Estimated total value

Value excluding VAT: £700,000

#### II.1.6) Information about lots

This contract is divided into lots: No

#### II.2) Description

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

• 70332000 - Non-residential property services

#### II.2.3) Place of performance

**NUTS** codes

• UKH23 - Hertfordshire

Main site or place of performance

Two centres one in Hoddesdon Hertfordshire and one in Theobalds Business Park neat Waltham Cross

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

The Borough of Broxbourne is seeking a suitably qualified and experienced organisation to manage two business centres located within the Borough. The first is an established centre located in Hoddesdon and the second is currently under construction at Theobalds Business Park, near Waltham Cross adjacent to the A10, scheduled for handover in December 2022. The Council are looking for management for a period of five years with the option to extend fir a further two years and the appointed company must be able to accept management from December 2022. Further details can be found in the tender documents available for download from Supply Hertfordshire, <a href="https://intendhost.co.uk/supplyhertfordshire">https://intendhost.co.uk/supplyhertfordshire</a>, the Council's electronic tendering portal. The closing date for submissions is noon on Friday 7th October 2022 and the deadline for queries is Wednesday 21st September 2022, all queries should be made via the portal

#### 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** 

60

This contract is subject to renewal

Yes

Description of renewals

The contract period contains an option to extend for a further two years after the initial five year period which will be agreed between the relevant parties.

### 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.1.2) 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

## 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

7 October 2022

Local time

12:00pm

## IV.2.4) Languages in which tenders or requests to participate may be submitted

English

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

Date

7 October 2022

Local time

12:00pm

# **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

Borough of Broxbourne

Waltham Cross

EN8 9XQ

Country

**United Kingdom**