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Tender

## **The Girls' Learning Trust ~ Managed Lettings Services Tender**

The Girls' Learning Trust

F02: Contract notice

Notice identifier: 2021/S 000-025274

Procurement identifier (OCID): ocds-h6vhtk-02ea27

Published 8 October 2021, 6:15pm

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

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

The Girls' Learning Trust

Nonsuch High School for Girls, Ewell Road, Cheam

Sutton

SM3 8AB

#### **Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

## **NUTS code**

UKI63 - Merton, Kingston upon Thames and Sutton

## **Internet address(es)**

Main address

<http://www.nonsuchschool.org/321/welcome-from-the-ceo>

## **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-Sutton:-Non-residential-property-renting-or-leasing-services./7P7Y68743U>

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**

Body governed by public law

## **I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

The Girls' Learning Trust ~ Managed Lettings Services Tender

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

- 70220000 - Non-residential property renting or leasing services

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

Services

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

The successful Supplier will be required to provide managed lettings services for The Girls' Learning Trust.

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

Value excluding VAT: £1,250,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKI63 - Merton, Kingston upon Thames and Sutton

Main site or place of performance

Merton, Kingston upon Thames and Sutton

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

The Girls Learning Trust, a multi-academy trust in the London Borough of Sutton, is now seeking to appoint a Lettings Management Provider for our three schools, Carshalton High School for Girls, Nonsuch High School for Girls and Wallington High schools for Girls.

More details about our three schools can be found here:

<http://www.nonsuchschool.org/321/welcome-from-the-ceo>

Background

Lettings at our three schools are currently separately managed, to alleviate the administrative burden on our office based and premises teams we would like to amalgamate

all of these systems and have all three schools fully managed by an external provider. We would like to work with a company who will manage all lettings across the Trust, with whom we can transfer responsibility to when the school is out of hours.

We are looking to appoint a lettings company that has experience managing lettings for schools and is able to take over the responsibility of all aspects of the lettings including marketing, invoicing, communication and booking processes with hirers. The winning contract must be able to offer a service on site whilst the lettings are in situ, we are unable to accept tenders that can only offer online bookings platforms.

### Our Facilities

Carshalton High School for Girls (West Street, Carshalton SM5 2QX):

- Sports Hall (33.5 m x 21 m)
- Dance Studio (12 m x 11 m)
- Gymnasium (16 m x 16.5 m)
- MUGA
- Drama Studio
- Main Hall (20 m x 12 m)
- Classrooms.
- Dining Hall (Not kitchen)

Wallington High School for Girls (Woodcote Road, Wallington SM6 0PH):

- Main Hall (21 m x 12 m)
- Drama Studio (15 m X 10 m)
- Drama Room (10 m x 7m)
- Classrooms
- Small Gymnasium (20 m x 12 m)
- 2 Outdoor MUGA - Resurfaced 2021 (not floodlit)

- School Playing Field
- Dining Hall (not kitchen equipment)

Wallington does have a large sports hall and an additional fitness suite which currently do not have planning permission to hire out for lettings. We will be submitting a planning application to allow this in 2022.

Nonsuch High School for Girls (Ewell Road, Cheam, SM38AB):

- All Weather sports pitch resurfaced 2020 (5948.11m2) - Floodlit
- Sports Hall (456m2)
- 5 Netball courts - resurfaced 2021 (3120m2)
- Drama studios (2 x 81m2)
- Main Hall (274m2)
- Classrooms including music rooms.
- Dining Hall (not kitchen)
- School playing field

Maps of all three schools are included in appendix 1.

#### Additional information

We can offer our spaces for hire between 18:00-22:00 weekdays and between 08:00–22:00 on weekends, subject to school commitments. Requests outside of these hours can be reviews on a case-by-case basis. Please note - we do not offer any IT suites or equipment or specialised workspaces for lettings. If there are specific requests for equipment we can review these individually.

Typically, the school holidays are utilised to complete vital premises works however, availability for holiday clubs etc can be reviewed per request.

### **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: £1,250,000

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

Start date

1 January 2022

End date

31 December 2026

This contract is subject to renewal

No

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

Variants will be accepted: Yes

## **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**

To respond to this opportunity please click here:

<https://litmustms.co.uk/respond/7P7Y68743U>

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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: Yes

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

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

Date

8 November 2021

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

8 November 2021

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 contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

It will be the supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this contract notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

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

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GO Reference: GO-2021108-PRO-19047099

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

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

The Girls' Learning Trust

Nonsuch High School for Girls, Ewell Road, Cheam

Sutton

SM3 8AB

Country

United Kingdom