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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

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

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>

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: 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

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