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Contract

Ffos Caerffili - Market Operator

Caerphilly County Borough Council

F03: Contract award notice

Notice identifier: 2023/S 000-027321

Procurement identifier (OCID): ocds-h6vhtk-03d6c6

Published 15 September 2023, 11:58am

Section I: Contracting authority

I.1) Name and addresses

Caerphilly County Borough Council

Penallta House

Hengoed

CF82 7PG

Contact

Annie Pockett

Email

pockea1@caerphilly.gov.uk

Telephone

+44 1443863352

Country

United Kingdom

NUTS code

UKL16 - Gwent Valleys

Internet address(es)

Main address

<https://www.caerphilly.gov.uk>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0272

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Ffos Caerffili - Market Operator

Reference number

CCBC/PS2449/23/AP (RQST13966)

II.1.2) Main CPV code

- 70332200 - Commercial property management services

II.1.3) Type of contract

Services

II.1.4) Short description

CCBC is seeking to appoint a market operator for the new Ffos Market in Caerphilly town Centre.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £705,000

II.2) Description

II.2.2) Additional CPV code(s)

- 55900000 - Retail trade services
- 79993000 - Building and facilities management services
- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKL16 - Gwent Valleys

Main site or place of performance

Within the boundaries of Caerphilly County Borough

II.2.4) Description of the procurement

Caerphilly County Borough Council (“the Council”) invites tenders from organisations interested in undertaking the operation and management of a new market in Caerphilly. The Council is proposing to enter into a Market Management Agreement with the selected operator. This will be for a period of three years, with the option to extend for up to a further two years, subject to performance and the Council’s wider plans for the town centre. There may be scope to further extend after the initial two year extension period with the operator subject to performance, cost and to link in with the needs of the wider plans for the town centre depending on the timescales involved.

A proven track record and experience of market management and operation is essential.

The Council is seeking an operator who can help us achieve our vision for the new Caerphilly Market. The range of services to be supplied will include all aspects of the operation of the market, including:

- Management of the market and relationships with traders, ensuring consistent compliance with policies, procedures and regulations.
- Recruitment of new traders, so as to present the best occupier mix.
- Negotiation of rents, including turnover rent for food & beverage traders.
- Collection and reconciliation of stall rents and relevant utility costs and service charges.
- Issuing and renewal of tenancy agreements.
- Holding the Premises Licence for the site, including providing a suitably qualified designated premises supervisor (DPS).
- Management of events and specialist markets/pop-ups.
- Ensuring that suitable health and safety policies and procedures are in place.
- Ensuring the cleanliness of the market, toilets and back of house areas at all times.
- Promotion of the market, and its events via social media, website and other channels.

- Responding to customer, trader and business enquiries about the market.
- Work with the Council to meet financial targets as contained within the Market Business Plan.
- Take responsibility for the maintenance of the containers and other equipment within the market.

The selected operator will be paid a management fee for entering into the Management Agreement. This fee is to be proposed as part of this tender exercise, and agreed with the Council prior to commencement. The costs for this contract will be recuperated via the income generated through the charges for retail, food and beverage spaces as well as through pop ups/ events and other initiatives at the site.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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 Council has received Welsh Government Grant Funding for the supply and installation of the new Containerised Market place and further funding may become available for this project.

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-017094](#)

Section V. Award of contract

Contract No

CCBC/PS2449/23/AP (RQST13966)

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

13 September 2023

V.2.2) Information about tenders

Number of tenders received: 4

Number of tenders received from SMEs: 4

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 4

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Ergo Events Ltd

The TownHall, Ffrwd Crescent

Mountain Ash

CF454AB

Telephone

+44 7866891153

Country

United Kingdom

NUTS code

- UKL15 - Central Valleys

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £705,000

Section VI. Complementary information

VI.3) Additional information

The Contract will be in the form of a Market Operator Agreement. The Council has stipulated within the Contract Notice, this Contract Award Notice, Specification and Contract terms that it may be a requirement to further extend the contract beyond the additional two-year extension period subject to future town centre plans, funding, and timescales. Any extensions will be agreed on by both parties as required to ensure any continuity of service should it be required and will be managed in accordance with the Procurement Regulations.

(WA Ref:134830)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom

VI.4.4) Service from which information about the review procedure may be obtained

Caerphilly County Borough Council

Penallta House

Hengoed

CF82 7PG

Email

pockea1@caerphilly.gov.uk

Telephone

+44 1443863352

Country

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