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Contract

The Provision of Property Management Services

North Ayrshire Council

F03: Contract award notice

Notice identifier: 2022/S 000-027664

Procurement identifier (OCID): ocds-h6vhtk-037256

Published 3 October 2022, 12:10pm

Section I: Contracting authority

I.1) Name and addresses

North Ayrshire Council

Cunninghame House, Friars Croft

Irvine

KA12 8EE

Contact

Joanne McQuillan

Email

procurement@north-ayrshire.gov.uk

Country

United Kingdom

NUTS code

UKM93 - East Ayrshire and North Ayrshire mainland

Internet address(es)

Main address

<http://www.north-ayrshire.gov.uk>

Buyer's address

http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00337

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

The Provision of Property Management Services

Reference number

NAC/5084

II.1.2) Main CPV code

- 70332200 - Commercial property management services

II.1.3) Type of contract

Services

II.1.4) Short description

North Ayrshire Council (NAC) has a large and diverse portfolio of properties that are currently managed both in-house by professional staff (retail and offices) and by an

external agent (industrial units).

NAC is now looking to appoint a third-party service provider to provide a professional property management service to manage its entire Commercial Property Portfolio which is spread across NAC area.

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: £661,500

II.2) Description

II.2.2) Additional CPV code(s)

- 70332200 - Commercial property management services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland
- UKM63 - Lochaber, Skye & Lochalsh, Arran & Cumbrae and Argyll & Bute

Main site or place of performance

North Ayrshire

II.2.4) Description of the procurement

North Ayrshire Council (NAC) has a large and diverse portfolio of properties that are currently managed both in-house by professional staff (retail and offices) and by an external agent (industrial units).

NAC is now looking to appoint a third-party service provider to provide a professional property management service to manage its entire Commercial Property Portfolio which is spread across NAC area.

The successful organisation will be required to display knowledge and understanding of the property market in Ayrshire and West Scotland and must employ staff who hold recognised professional qualifications in appropriate property, and/or estate fields.

The appointed organisation will be responsible to designated members of staff within NAC's Business Development Team for the service provided under this contract.

The key team members will need drive, enthusiasm and commitment if these services are to be delivered on time and within budget and to deliver the desired performance improvement from the portfolio.

The continued ownership of the portfolio by NAC is crucial as it serves two key functions:

Assisting with the Community Wealth Building/Economic Development of the area by providing available stock at competitive market rentals, and

Providing an important source of revenue.

II.2.5) Award criteria

Quality criterion - Name: Tenant and Landlord Management / Weighting: 20

Quality criterion - Name: Estate Management Reporting / Weighting: 8

Quality criterion - Name: Income and Debt Recovery / Weighting: 6

Quality criterion - Name: Marketing / Weighting: 6

Price - Weighting: 60

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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: [2022/S 022-191227](#)

Section V. Award of contract

Contract No

NAC/5084

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

3 October 2022

V.2.2) Information about tenders

Number of tenders received: 1

Number of tenders received from SMEs: 1

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

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

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

V.2.3) Name and address of the contractor

Graham + Sibbald Property Management LLP

233 St Vincent Street

Glasgow

G2 5QY

Telephone

+44 1413321194

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

Yes

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

Total value of the contract/lot: £661,500

Section VI. Complementary information

VI.3) Additional information

Lots are not being used for this tender for the reason(s) stated below:

Value of contract not suitable for lots.

Nature of the contract not suitable for lots.

Delivery of the contract is location specific.

Quality Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent) or a documented policy regarding quality management, see attachment at SPD question 4D.1.

Health and Safety Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with ISO 45001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum or the bidder must have a regularly reviewed and documented policy for Health and Safety management, see attachment at SPD question 4D.1.

Environmental Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate or the bidder must have a regularly reviewed documented policy regarding environmental management, see attachment at SPD question 4D.2.

(SC Ref:708750)

VI.4) Procedures for review

VI.4.1) Review body

Kilmarnock Sheriff Court

Sheriff Court House, St Marnock Street

Kilmarnock

KA1 1ED

Telephone

+44 1563550024

Country

United Kingdom

Internet address

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