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Tender

Provision of Legal Services Framework 2024-2028

Kingdom Housing Association Limited

F02: Contract notice

Notice identifier: 2023/S 000-030855

Procurement identifier (OCID): ocds-h6vhtk-040d47

Published 19 October 2023, 10:21am

The closing date and time has been changed to:

27 November 2023, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Kingdom Housing Association Limited

Saltire Centre, Pentland Court

Glenrothes

KY6 2DA

Email

flexibleprocurement@scotland-excel.org.uk

Telephone

+44 1592631661

Country

United Kingdom

NUTS code

UKM7 - Eastern Scotland

Internet address(es)

Main address

<http://www.kingdomhousing.org.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA12982

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Regional or local Agency/Office

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Legal Services Framework 2024-2028

II.1.2) Main CPV code

- 79100000 - Legal services

II.1.3) Type of contract

Services

II.1.4) Short description

Kingdom Housing Association Limited (KHA) intends to enter into a Framework Agreement with a limited number of organisations for Legal Services for a 3 year period with the option to extend for a 1 year period solely at the discretion of KHA.

Other parties to this agreement would be KHA's partners, see overview below:

Overview of the Kingdom Group

The Kingdom Group (KG) comprises of Kingdom Housing Association (KHA), a Registered Social Landlord with charitable status.

Kingdom Initiatives Limited (KI), is a non-charitable wholly owned subsidiary of Kingdom Housing Association.

Kingdom Support and Care (KSC) CIC is a Community Interest Company wholly owned subsidiary of Kingdom Housing Association.

II.1.5) Estimated total value

Value excluding VAT: £17,500,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Lot 1 - General Legal Advice

Lot No

1

II.2.2) Additional CPV code(s)

- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKM7 - Eastern Scotland

Main site or place of performance

Glenrothes

II.2.4) Description of the procurement

Lot 1 - General Legal Advice

The provision of general legal advice relating to services provided by Registered Social Landlords but not covered within the specialist lots.

Work and advice related to procurement & contract issues.

Advice relating to Governance issues, including changes in status, structure, legislation and guidance notes.

Subsidiary advice on Group Structure and Company Legislation.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

After the initial 3 year contract period, there is an option to extend for a 1 year period solely at the discretion of Kingdom Housing Association Limited.

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

II.2) Description

II.2.1) Title

Lot 2 - Property Law & Conveyancing

Lot No

2

II.2.2) Additional CPV code(s)

- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKM7 - Eastern Scotland

Main site or place of performance

Glenrothes

II.2.4) Description of the procurement

Lot 2 - Property Law & Conveyancing

Conveyancing work and advice in dealing with related issues.

Transfer of new build housing developments to other housing providers.

Sale of properties through LIFT & MMR and other relevant schemes.

Agreements relevant to disposals.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

After the initial 3 year contract period, there is an option to extend for a 1 year period solely at the discretion of Kingdom Housing Association Limited.

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

II.2) Description

II.2.1) Title

Lot 3 - Employment Law

Lot No

3

II.2.2) Additional CPV code(s)

- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKM7 - Eastern Scotland

Main site or place of performance

Glenrothes

II.2.4) Description of the procurement

Lot 3 - Employment Law

Advice re compliance of employment policies and practices, TUPE; Dispute resolution; Grievance and disciplinary issues.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

After the initial 3 year contract period, there is an option to extend for a 1 year period solely at the discretion of Kingdom Housing Association Limited.

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

II.2) Description

II.2.1) Title

Lot 4 - Banking & Finance

Lot No

4

II.2.2) Additional CPV code(s)

- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKM7 - Eastern Scotland

Main site or place of performance

Glenrothes

II.2.4) Description of the procurement

Lot 4 - Banking & Finance

Advice on related matters and issues, including alternative funding / finance.

Production & assistance with regards to financial legal paperwork for large loans with lenders and with regards to financial legal paperwork to re-finance loans with lenders.

Standard Security work.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

After the initial 3 year contract period, there is an option to extend for a 1 year period solely at the discretion of Kingdom Housing Association Limited.

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

II.2) Description

II.2.1) Title

Lot 5 - Housing

Lot No

5

II.2.2) Additional CPV code(s)

- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKM7 - Eastern Scotland

Main site or place of performance

Glenrothes

II.2.4) Description of the procurement

Lot 5 - Housing

Advice and work on related matters, including Breach of Tenancy, legal access to properties, Housing Management policies, Alternative Tenures/ Models.

Court work, including raising court actions for tenancy breach and defending actions raised against Kingdom or Kingdom employees.

Pursuing court actions raised by the Association against third parties.

Preparation of Leases / Management Agreements.

Factoring.

Delivery of notices

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

After the initial 3 year contract period, there is an option to extend for a 1 year period solely at the discretion of Kingdom Housing Association Limited.

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Bidders are required to be fully trained, competent and experienced in the field of Scots Law, Clear evidence of training and competency must be supplied to ensure KG are compliant and the minimum requirements are;

Trainee and above - LLB degree and Diploma in Legal Practice

All qualified staff to meet requirements for CPD set by the Law Society of Scotland

III.1.2) Economic and financial standing

List and brief description of selection criteria

Tenderers must confirm their yearly general turnover for the past two (2) years. Where required, KG may request evidence from Tenderers that details their annual turnover for the period stated.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders are required to be fully trained, competent and experienced in the field of Scots Law, Clear evidence of training and competency must be supplied.

Minimum level(s) of standards possibly required

The minimum requirements are;

Trainee and above - LLB degree and Diploma in Legal Practice

All qualified staff to meet requirements for CPD set by the Law Society of Scotland

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

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

Originally published as:

Date

20 November 2023

Local time

12:00pm

Changed to:

Date

27 November 2023

Local time

12:00pm

See the [change notice](#).

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

20 November 2023

Local time

12:00pm

Place

Scotland Excel office in Paisley, or via on-line method, both in the presence of more than one Procurement Senior.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Scotland Excel are managing this tender activity on behalf of KG, all communications during the live tender phase should be via PCS, any post tender submission communications will be via the email address above. Scotland Excel will have no involvement in the management of the Framework after Notification of Award.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=747117.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community Initiatives aim to improve the economic, social or environmental wellbeing of the area.

Under this Framework awarded suppliers will be required to support Kingdom Housing Association (KHA) economic, environmental and social regeneration objectives to achieve wider benefits when spend exceeds 50,000 GBP within a financial year.

Your proposed Community Benefit should be delivered the financial year following each instance that spend within a financial year exceeds the 50,000 GBP threshold.

Within your response, please provide contact details (including a named person) who will be responsible for Community benefits within your organisation.

link for reference: <https://www.kingdomhousing.org.uk/community-involvement/>

It is up to each Tenderer to propose what community benefit they offer.

(SC Ref:747117)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=747117

VI.4) Procedures for review

VI.4.1) Review body

Hardies Property & Construction Consultants

The Signature Building, 8 Pitreavie Court

Dunfermline

KY11 8UU

Telephone

+44 1383731841

Country

United Kingdom

Internet address

<http://hardies.co.uk>