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Tender

## **Management Services for the new Dundee Life Sciences Innovation Hub and Dundee University Incubator**

University of Dundee

F02: Contract notice

Notice identifier: 2024/S 000-031997

Procurement identifier (OCID): ocds-h6vhtk-04a62a

Published 7 October 2024, 8:48am

The closing date and time has been changed to:

**20 November 2024, 12:00pm**

See the [change notice](#).

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

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

University of Dundee

Procurement, 3rd Floor, Tower Building, Nethergate

Dundee

DD1 4HN

#### **Contact**

Allan Tough

#### **Email**

[Procurement@dundee.ac.uk](mailto:Procurement@dundee.ac.uk)

**Telephone**

+44 1382386810

**Country**

United Kingdom

**NUTS code**

UKM71 - Angus and Dundee City

**Internet address(es)**

Main address

<http://www.dundee.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00105](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00105)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

**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**

Management Services for the new Dundee Life Sciences Innovation Hub and Dundee University Incubator

Reference number

UoD-PF169-TC-2024

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

- 70332200 - Commercial property management services

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

Services

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

The purpose of this Contract Notice is to invite tenders for the provision of services for the Leasing and Management of the new Dundee Life Sciences Innovation Hub and the current Dundee University Incubator building.

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

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 70332200 - Commercial property management services

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee

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

The purpose of this Invitation to Tender ("ITT") is to invite tenders for the provision of services for the Leasing and Management of the new Dundee Life Sciences Innovation Hub and the current Dundee University Incubator building in accordance with the requirements detailed in this document.

#### **II.2.5) Award criteria**

Quality criterion - Name: Presentation / Weighting: 25

Quality criterion - Name: Method Statement 4 – Understanding of the requirement and Implementation Plan / Weighting: 12

Quality criterion - Name: Method statement 5 – Recruitment of tenant companies and active tenant management / Weighting: 12

Quality criterion - Name: Method statement 6 – Tenant Satisfaction / Weighting: 7

Quality criterion - Name: Method statement 7 – Business Support and networking / Weighting: 7

Quality criterion - Name: Method statement 8 – Facilities Management / Weighting: 7

Quality criterion - Name: Method statement 9 – Project Team Structure / Weighting: 7

Quality criterion - Name: Method statement 10 – Marketing proposal / Weighting: 5

Quality criterion - Name: Method statement 11 – Contract Reporting and Data Management / Weighting: 5

Quality criterion - Name: Method statement 12 – Continuous Improvement / Weighting: 2

Quality criterion - Name: Method statement 13 – Fulfilment of statutory regulations including Health & Safety / Weighting: 5

Quality criterion - Name: Method statement 14 – Business Continuity and Information Security / Weighting: 3

Quality criterion - Name: Method statement 15 – Community Benefits / Weighting: 1

Quality criterion - Name: Method statement 16 – Equality, Diversity and Inclusion / Weighting: 1

Quality criterion - Name: Method statement 17 – Sustainability / Weighting: 1

Price - Weighting: 30

#### **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

2 x 12 month extensions available

#### **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

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

##### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Details contained within SPD

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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**

Originally published as:

Date

6 November 2024

Local time

12:00pm

Changed to:

Date

20 November 2024

Local time

12:00pm

See the [change notice](#).

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

6 November 2024

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**

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=779772](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=779772).

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](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:

Details contained within Method statement 15.

(SC Ref:779772)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=779772](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=779772)

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

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

Dundee Sheriff Court

6 West Bell Street

Dundee

DD1 9AD

Country

United Kingdom