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Tender

## **Provision of Accommodation Management Service**

West Sussex County Council

F02: Contract notice

Notice identifier: 2023/S 000-032841

Procurement identifier (OCID): ocids-h6vhtk-041639

Published 6 November 2023, 4:33pm

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

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

West Sussex County Council

County Hall, West Street

Chichester

PO19 1RQ

#### **Contact**

Sophie Thomas

#### **Email**

[sophie.thomas1@westsussex.gov.uk](mailto:sophie.thomas1@westsussex.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKJ27 - West Sussex (South West)

**Internet address(es)**

Main address

<https://www.westsussex.gov.uk/default.aspx>

Buyer's address

<https://www.westsussex.gov.uk/default.aspx>

**I.3) Communication**

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

[https://atamis-7669.my.site.com/ProSpend\\_\\_CustomCommunitiesLogin?startURL=%2Fhome%2Fhome.jsp](https://atamis-7669.my.site.com/ProSpend__CustomCommunitiesLogin?startURL=%2Fhome%2Fhome.jsp)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://atamis-7669.my.site.com/ProSpend\\_\\_CustomCommunitiesLogin?startURL=%2Fhome%2Fhome.jsp](https://atamis-7669.my.site.com/ProSpend__CustomCommunitiesLogin?startURL=%2Fhome%2Fhome.jsp)

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

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Provision of Accommodation Management Service

Reference number

C17358

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

- 70311000 - Residential building rental or sale services

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

Services

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

Since November 2021, West Sussex County Council (the “Council”) has been responsible for providing support for Afghan Refugees and family groups at two bridging hotels in the county for people arriving from Afghanistan under the British government resettlement scheme. The bridging hotels were served closure notices by the Home Office, in accordance with government requirements. The hotels closed on 31 August 2023.

The Council has an opportunity to enter into a lease to secure a block of flats providing multiple units of accommodation for a cohort of Afghan Refugees.

This will alleviate the demand for the use of more expensive temporary accommodation and provide longer-term housing, for couples, small family groups and individuals, who are already living and working in the area.

The Council wishes to enter a five-year sub lease or alternative arrangement with a Service, so that the Service Provider manages this property on behalf of the Council (for duration of the five-year lease). It is proposed that the provider will enter a full insuring and repairing sub lease with the Council.

The Council will provide full access to all surveys and reports, carried out as part of the Council’s due diligence, prior to entering the main lease.

For full details of the services, please see Document 2: Service Specification.

### **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

- UKJ27 - West Sussex (South West)
- UKJ28 - West Sussex (North East)

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

The Contracting Authority is conducting this procurement as an urgent process conducted under Regulation 27(5) of the Public Contracts Regulations 2015 in accordance with the requirements of the Council's Contract Standing Orders. Please note the reduced timescales as laid out in Section 11 which reflect the state of urgency necessary for this procurement.

### **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**

Duration in months

60

This contract is subject to renewal

No

### **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.2) Conditions related to the contract**

**III.2.2) Contract performance conditions**

n/a

## **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

21 November 2023

Local time

12:00pm

#### **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: 6 (from the date stated for receipt of tender)

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

Date

21 November 2023

Local time

12:00pm

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

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

West Sussex County Council

County Hall, West Street

Chichester

PO19 1RQ

Country

United Kingdom

Internet address

<https://www.westsussex.gov.uk/default.aspx>