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Tender

## **Estate Agency Services**

Connexus Homes Limited

F02: Contract notice

Notice identifier: 2024/S 000-033010

Procurement identifier (OCID): ocds-h6vhtk-04abd5

Published 14 October 2024, 3:03pm

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

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

Connexus Homes Limited

The Gateway, The Auction Yard

Craven Arms

SY7 9BW

#### **Contact**

Jayne Stringer

#### **Email**

[jayne.stringer@connexus-group.co.uk](mailto:jayne.stringer@connexus-group.co.uk)

#### **Telephone**

+44 3332313233

#### **Country**

United Kingdom

**NUTS code**

UKG - West Midlands (England)

**Internet address(es)**

Main address

<http://www.connexus-group.co.uk>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA7601](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA7601)

**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.mytenders.co.uk](http://www.mytenders.co.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.mytenders.co.uk](http://www.mytenders.co.uk)

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

Other type

Housing Association

**I.5) Main activity**

Housing and community amenities

## **Section II: Object**

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

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

Estate Agency Services

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

- 70300000 - Real estate agency services on a fee or contract basis

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

Services

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

The aim of this tender is to appoint a panel of two Estate Agents to assist Connexus predominately in the sale of commercial and domestic properties, land sales and obtaining EPC certificates where the current one has expired.

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

This contract is divided into lots: No

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

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

- 70000000 - Real estate services
- 70123000 - Sale of real estate
- 70123100 - Sale of residential real estate
- 70311000 - Residential building rental or sale services
- 79342400 - Auction services
- 79342000 - Marketing services
- 70122100 - Land sale services

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

NUTS codes

- UKG - West Midlands (England)

Main site or place of performance

Across Shropshire and Herefordshire.

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

Connexus expect all properties to be sold by private treaty or physically auctioned locally depending on the condition and location. The Estate Agent should provide Connexus with a marketing strategy in each case, that must not include on-line or modern auctions.

Connexus expect the appointed Estate Agents to have both an online and physical presence in local areas.

Connexus expect the appointed Estate Agents to include all relevant market material including local newspaper advertisement, photography, for sale signs, marketing brochures and EPC certificates where required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **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

The contract will run for an initial period of three years, following which initial period, the contract may be extended annually up to a maximum total length of five years (i.e. to 31/03/2030) if mutually agreed between Connexus and the successful tenderers.

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

Objective criteria for choosing the limited number of candidates:

The assessment will be based on relevant expertise, previous experience, capacity to undertake this work and local knowledge

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

List and brief description of conditions

Bidders should have a Royal Institution of Chartered Surveyors (RICS) Residential Agency qualification.

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

List and brief description of selection criteria

Bidders will be required to provide their last two years' accounts and will also be subject to a third party credit check.

Minimum level(s) of standards possibly required

Bidders should be able to demonstrate that they have made a profit in each of the last two years and a satisfactory credit score. If a loss is reported for one or more years, or the credit score is unsatisfactory, then the Bidder must provide appropriate justification and explanation of its ability to trade and fulfil the contract, Connexus will have discretion as to whether to accept such justification and explanation and will fail any Bidder where it is not satisfied.

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted 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

13 November 2024

Local time

3:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

18 November 2024

#### **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)

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

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

[https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=232963](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=232963).

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.mytenders.co.uk/sitehelp/help\\_guides.aspx](https://www.mytenders.co.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.

(MT Ref:232963)

Download the ESPD document here:

[[[https://www.mytenders.co.uk/ESPD/ESPD\\_Download.aspx?id=232963](https://www.mytenders.co.uk/ESPD/ESPD_Download.aspx?id=232963)]]

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

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

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>

#### **VI.4.2) Body responsible for mediation procedures**

Royal Courts of Justice

The Strand

London

WC2A 2LL

Telephone

+44 2079476000

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The contracting Authority will incorporate a minimum ten calendar day standstill period at the point of information on the award of the Contract(s) to be awarded at conclusion of the procurement exercise begun by publication of the contract notice is communicated to tenderers. The Public Contracts Regulations 2015 provides for aggrieved parties who have been harmed or at risk of harm by breach of those regulations to take action in the High Court (England, Wales and Northern Ireland). Generally, any such action must be brought within thirty days from the date the aggrieved party knew or ought to have known about the alleged breach. Where the contract(s) have not been entered into the court may

order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the contract(s) have been entered into the court may only award damages or where the award procedures have not been followed correctly may in certain circumstances declare the contract to be 'ineffective'.

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

The Cabinet Office

Correspondence Team, Cabinet Office, Whitehall

London

SW1A 2AS

Telephone

+44 2072761234

Country

United Kingdom