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Tender

Smallholdings and Agricultural Estate Management Services

West Sussex County Council

F02: Contract notice

Notice identifier: 2024/S 000-033494

Procurement identifier (OCID): ocids-h6vhtk-04ad27

Published 17 October 2024, 9:33am

Section I: Contracting authority

I.1) Name and addresses

West Sussex County Council

County Hall

Chichester

PO19 1RG

Contact

David Robinson

Email

david.robinson@westsussex.gov.uk

Country

United Kingdom

Region code

UKJ27 - West Sussex (South West)

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

<https://atamis-7669.my.site.com/s/Welcome>

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/s/Welcome>

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Smallholdings and Agricultural Estate Management Services

Reference number

C18704

II.1.2) Main CPV code

- 70330000 - Property management services of real estate on a fee or contract basis

II.1.3) Type of contract

Services

II.1.4) Short description

A contract for the provision of Smallholding and Agricultural Estate Management Services is being tendered by West Sussex County Council (WSSCC) in accordance with the Public Contracts Regulations 2015 (PCR 2015) Open Procedure.

II.1.5) Estimated total value

Value excluding VAT: £350,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

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

II.2.3) Place of performance

NUTS codes

- UKJ2 - Surrey, East and West Sussex

Main site or place of performance

The county of West Sussex

II.2.4) Description of the procurement

A contract for the provision of Smallholding and Agricultural Estate Management Services is being tendered by West Sussex County Council (WSSCC) in accordance with the Public Contracts Regulations 2015 (PCR 2015) Open Procedure.

A summary of the requirement is given below:

- Day-to-day management of the smallholdings estate and the County Council's Other Rural Land
- Asset Optimisation and Option Appraisals of Property – Pre-Marketing
- The Disposal of Property
- Granting of Farm Business Tenancies (equipped holdings)
- Granting of New Leases, Sub-Leases or Licences Grant and Renewal of Farm Business Tenancies greater than 5 years
- Grant & Renewal of Farm Business Tenancies, Leases and Licences less than 5 years
- Rent Reviews (Smallholdings Estate)
- Rent Reviews, Lease Breaks, Lease Expiries and Renewals in respect of the Leasing & Licensing of Property
- Acquisition of Freehold Properties
- Property Acquisitions under the Statutory Blight Notice Procedure for Agricultural Land and Buildings Only
- Negotiation of Easements, Wayleaves and Other Sundry Negotiations
- Provision of Market Valuations
- Land Tribunal and Courts, Arbitration and Similar Dispute Resolution Case Work
- Tree advice and assessments

The estimated annual value of the Contract is £70,000 (ex VAT). The estimated total value of the Contract is £350,000 (ex VAT) over the full term, including any extensions. However, no guarantee or commitment can be given regarding the initial and future value of any work arising from the Contract.

It is anticipated that the Contract will be awarded for an initial term of 2 years from the Contract Commencement Date, 01.04.25, with an option to extend on the same Terms and Conditions at WSSCC's discretion by up to an additional 3 years in any combination. The maximum duration of the Contract will therefore be 5 years.

The Contract is for the sole use of WSSCC.

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: £350,000

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

Start date

1 April 2025

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the Contract will be awarded for an initial term of 2 years from the Contract Commencement Date, 01.04.25, with an option to extend on the same Terms and Conditions at WSCC's discretion by up to an additional 3 years in any combination. The maximum duration of the Contract will therefore be 5 years.

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

As per the tender documents.

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As per the tender documents.

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

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 2024

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

21 November 2024

Local time

12:00pm

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.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

SW1A 2HQ

Country

United Kingdom

Internet address

<https://www.gov.uk/government/organisations/cabinet-office>

VI.4.2) Body responsible for mediation procedures

Public Procurement Review Service

Cabinet Office

London

SW1A 2HQ

Country

United Kingdom

Internet address

<https://www.gov.uk/government/organisations/cabinet-office>

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

Public Procurement Review Service

Cabinet Office

London

SW1A 2HQ

Country

United Kingdom

Internet address

<https://www.gov.uk/government/organisations/cabinet-office>