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Tender

## **Civic Centre & Bognor Regis Town Hall Provision of Concierge & Security Services**

Arun District Council

F02: Contract notice

Notice identifier: 2023/S 000-034020

Procurement identifier (OCID): ocids-h6vhtk-041aab

Published 17 November 2023, 8:33am

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

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

Arun District Council

Arun Civic Centre, 1 Maltravers Rd

Littlehampton

BN17 5LF

#### **Email**

[Procurement.Clients@hants.gov.uk](mailto:Procurement.Clients@hants.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKJ27 - West Sussex (South West)

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://in-tendhost.co.uk/sesharedservices.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/sesharedservices.aspx/Home>

**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**

Civic Centre & Bognor Regis Town Hall Provision of Concierge & Security Services

Reference number

ADC 036388

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

- 79710000 - Security services

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

Services

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

The Authority has a duty of care to ensure the safety of staff, customers and the building. The Authority is looking to appoint a single supplier to supply a concierge & security service at Arun District Council Civic Centre Littlehampton and Bognor Regis Town Hall

The Authority is looking to enter into a contract initially for a 3 year period with the option to extend for a further 2 years on a 1+1 basis

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

NUTS codes

- UKJ27 - West Sussex (South West)

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

\*\*\*This Notice is on Behalf of Arun District Council\*\*\*

Arun District Council Civic Centre & Bognor Regis Town Hall

require the provision of SIA trained security officers at both sites daily to provide a general concierge and security services

**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 2024

End date

31 March 2029

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

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

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

#### **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

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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: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

18 December 2023

Local time

2:00pm

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

English

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

Date

18 December 2023

Local time

2:30pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

High Court England and Wales

London

Country

United Kingdom