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Tender

Guildford Borough Council Leisure Services Contract Management

Guildford Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-035443

Procurement identifier (OCID): ocds-h6vhtk-04b334

Published 1 November 2024, 11:15am

Section I: Contracting authority

I.1) Name and addresses

Guildford Borough Council

Millmead House

GUILDFORD

GU24BB

Contact

Paul Barrett

Email

paul.barrett@guildford.gov.uk

Telephone

+44 7912225263

Country

United Kingdom

Region code

UKJ25 - West Surrey

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

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

I.3) Communication

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

<http://www.sesharedservices.org.uk/esourcing>.

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.sesharedservices.org.uk/esourcing>.

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Guildford Borough Council Leisure Services Contract Management

II.1.2) Main CPV code

- 92610000 - Sports facilities operation services

II.1.3) Type of contract

Services

II.1.4) Short description

Guildford Borough Council Leisure Services Contract Management

The service contract will be for the management and operation of Guildford Borough Council's Leisure Services, including Guildford Spectrum Leisure Centre, Ash Manor Leisure Centre, and Guildford Lido.

The current contract expires 31 OCT 2025 and the new service provider will assume responsibility for contract management from 1 November 2025.

II.1.5) Estimated total value

Value excluding VAT: £20,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ - South East (England)

Main site or place of performance

Guildford, Surrey

II.2.4) Description of the procurement

The service contract will be for the management and operation of Guildford Borough Council's Leisure Services, including Guildford Spectrum Leisure Centre, Ash Manor Leisure Centre, and Guildford Lido. The new contract will commence on 1 November 2025 with an initial 10-year contract term and the potential for an extension of up to 5 years subject to mutual agreement.

Arrangements will be made for all bidders (including technical colleagues) who wish to attend site visits to the individual leisure sites as they prepare for their bid development. Currently the thinking is to provide bidders with one opportunity to visit the sites as a group during the SQ stage and then shortlisted bidders will be given two opportunities to visit the sites on an individual basis during the ISIT stage.

The tender procedure selected for this procurement exercise will follow the 'Competitive Procedure with Negotiation' procurement exercise in accordance with Regulation 29 of the Public Contract Regulations. (PCR2015). TUPE regulations will apply to this procurement, to enable bidders to understand the detail of the overall TUPE requirement will be shared during the SQ stage.

Stage one of this process comprises a 'Supplier Questionnaire' (SQ) designed as an initial assessment tool to identify and shortlist suitable potential candidates.

Stage two will be the Invitation to Submit Initial Tenders (ISIT), involving those organisations identified and selected from stage one. Full details of the service requirements, specification, TUPE, and Contract will be published in the ISIT. GBC reserves the right to select an operator or reduce the shortlist at ISIT stage and reserves the right not to negotiate.

Stage three will be the Invitation to Submit Final Tenders (ISFT) for those bidders successful at ISIT stage. It will consist of negotiation meetings based around a small number of workstreams including, service delivery, commercials, contract and TUPE to explore with bidders their solution followed by the opportunity for bidders to submit a Final Tender Submission.

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: £20,000,000

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

Duration in months

120

This contract is subject to renewal

Yes

Description of renewals

There is provision for a five (5) year extension based on performance and budget availability.

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

Envisaged number of candidates: 4

Objective criteria for choosing the limited number of candidates:

GBC will NOT be shortlisting bidders at SQ stage.

Following evaluation of the ISIT GBC will take four bidders through to the Negotiation Stage

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive procedure with negotiation

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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

29 November 2024

Local time

12:00pm

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

English

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

Royal Courts of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom