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Planning

## **Property Services Consultancy Project - Stock conditioning Surveying**

More titles:

2022-2023-040: Property Services Consultancy Project - Contract Admin

METROPOLITAN HOUSING TRUST LIMITED

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-035555

Procurement identifiers (OCIDs): ocds-h6vhtk-03919b, ocds-h6vhtk-03919c

Published 15 December 2022, 4:05pm

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

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

METROPOLITAN HOUSING TRUST LIMITED

The Grange, 100 High Street, Southgate

London

N14 6PW

#### **Contact**

Jumaa Sudi

#### **Email**

[jumaa.sudi@mtvh.co.uk](mailto:jumaa.sudi@mtvh.co.uk)

#### **Telephone**

+44 2035353535

**Country**

United Kingdom

**Region code**

UKI - London

**Internet address(es)**

Main address

[www.delta-esourcing.com](http://www.delta-esourcing.com)

Buyer's address

[WWW.MTVH.CO.UK](http://WWW.MTVH.CO.UK)

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Body governed by public law

**I.5) Main activity**

Housing and community amenities

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## **Section II: Object**

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

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

Property Services Consultancy Project - Stock conditioning Surveying

Reference number

2022-2023-039

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

- 71315200 - Building consultancy services

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

Services

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

MTVH desires to have a proactive relationship with the supplier, ensuring a timely, effective, and accurate service. Monitoring the performance of the supplier and assessing the health of the working relationship are key requirements, with a twofold purpose: •To ensure that the supplier is meeting the performance criteria, e.g., the service levels and quality, defined in the contract •To develop a collaborative approach when identifying service improvement opportunities that benefit our residents Account management is therefore valued very highly. Some requirements for MTVH of this include: •A dedicated account manager operating as a single point of contact for MTVH, who will allocate work out proactively across the various teams within their organisation •Team charts provided to MTVH, so we are aware of the different teams and their members across, e.g., Stock Condition, roof drone surveys etc. •A dedicated telephone line for Stock Condition surveys •Ensure the use of mobile devices is possible for any survey •A live central file/shared file/spreadsheet or PowerBi dashboard equivalent, so information can be accessed quickly, and residents' queries can be answered promptly •Effectively work with MTVH's existing asset management software Promaster and Keystone and new Northgate (NEC) •Clear and logical process agreed upon regarding 'no access' to properties •Fortnightly/monthly operational meetings with key personnel consistently attending and updating clients live project spreadsheet on a regular basis •Quarterly Supplier Relationship Management (SRM) meetings with wider organisational stakeholders

#### **II.1.5) Estimated total value**

Value excluding VAT: £6,000,000

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

This contract is divided into lots: No

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

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

- 71315200 - Building consultancy services
- 70333000 - Housing services
- 71315300 - Building surveying services

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

NUTS codes

- UKH - East of England
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKJ - South East (England)
- UKK - South West (England)
- UKD - North West (England)
- UKC - North East (England)

Main site or place of performance

EAST OF ENGLAND,EAST MIDLANDS (ENGLAND),WEST MIDLANDS (ENGLAND),SOUTH EAST (ENGLAND),SOUTH WEST (ENGLAND),NORTH WEST (ENGLAND),NORTH EAST (ENGLAND)

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

MTVH desires to have a proactive relationship with the supplier, ensuring a timely, effective, and accurate service. Monitoring the performance of the supplier and assessing the health of the working relationship are key requirements, with a twofold purpose: •To ensure that the supplier is meeting the performance criteria, e.g., the service levels and quality, defined in the contract •To develop a collaborative approach when identifying

service improvement opportunities that benefit our residents Account management is therefore valued very highly. Some requirements for MTVH of this include:

- A dedicated account manager operating as a single point of contact for MTVH, who will allocate work out proactively across the various teams within their organisation
- Team charts provided to MTVH, so we are aware of the different teams and their members across, e.g., Stock Condition, roof drone surveys etc.
- A dedicated telephone line for Stock Condition surveys
- Ensure the use of mobile devices are used for any survey
- A live central file/shared file/spreadsheet or PowerBi dashboard equivalent, so information can be accessed quickly, and residents' queries can be answered promptly
- Effectively work with MTVH's existing asset management software Promaster and Keystone and new Northgate (NEC)
- Clear and logical process agreed upon regarding 'no access' to properties
- Fortnightly/monthly operational meetings with key personnel consistently attending and updating clients live project spreadsheet on a regular basis
- Quarterly Supplier Relationship Management (SRM) meetings with wider organisational stakeholders

The primary scope of services includes:

- 1.Completing an annual stock condition survey programme of 57,094 units - 1/5th every year (dwellings, flats, maisonettes and other), comprising of 3,791 blocks.
- 2.Providing and maintaining an up-to-date report detailing the methodology and quality control measures followed during the collation and validation of stock condition dates.
- 3.Providing on request a summary report detailing the findings of the stock condition survey commissions to demonstrate outcomes and validation.
- 4.Completing stock condition surveys of vacant blocks and dwellings on newly developed properties before occupation.
- 5.Maintaining IT hardware and software to the required specification to maintain the capability of completing stock condition survey programmes and the transfer of data to MTVH systems.
- 6.To install an IT interface with MTVH New Asset Management Database (Currently using Promaster/Keystone which will be integrated into Northgate NEC) to allow for real-time data transfer of information. This option will be explored with the winning bidder to improve data transfer, reduce administration, and achieve efficiencies.
- 7.Carrying out the roof drone surveys and producing reports and recommendations including images.

### **II.3) Estimated date of publication of contract notice**

23 January 2023

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## **Section II: Object**

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

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

2022-2023-040: Property Services Consultancy Project - Contract Admin

Reference number

2022-2023-040

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

- 71315200 - Building consultancy services

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

Services

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

MTVH desires to have a proactive relationship with the supplier, ensuring a timely, effective, and accurate service. Monitoring the performance of the supplier and assessing the health of the working relationship are key requirements, with a twofold purpose: •To ensure that the supplier is meeting the performance criteria, e.g., the service levels and quality, defined in the contract •To develop a collaborative approach when identifying service improvement opportunities that benefit our residents Account management is therefore valued very highly. Some requirements for MTVH of this include: •A dedicated account manager operating as a single point of contact for MTVH, who will allocate work out proactively across the various teams within their organisation •Team charts provided to MTVH, so we are aware of the different teams and their members across, e.g., Contract Administration, Principle Designer etc. •A live central file/shared file/spreadsheet or PowerBi dashboard equivalent, so information can be accessed quickly, and residents' queries can be answered promptly •Weekly/fortnightly operational meetings with key personnel consistently attending and updating clients live project spreadsheet on a regular basis •Quarterly Supplier Relationship Management (SRM) meetings with wider organisational stakeholders

#### **II.1.5) Estimated total value**

Value excluding VAT: £5,500,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 71315200 - Building consultancy services
- 71315300 - Building surveying services

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

NUTS codes

- UKH - East of England
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Main site or place of performance

EAST OF ENGLAND,EAST MIDLANDS (ENGLAND),WEST MIDLANDS (ENGLAND),SOUTH EAST (ENGLAND),SOUTH WEST (ENGLAND),NORTH WEST (ENGLAND),NORTH EAST (ENGLAND)

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

MTVH desires to have a proactive relationship with the supplier, ensuring a timely, effective, and accurate service. Monitoring the performance of the supplier and assessing the health of the working relationship are key requirements, with a twofold purpose: •To ensure that the supplier is meeting the performance criteria, e.g., the service levels and quality, defined in the contract •To develop a collaborative approach when identifying service improvement opportunities that benefit our residents Account management is therefore valued very highly. Some requirements for MTVH of this include: •A dedicated account manager operating as a single point of contact for MTVH, who will allocate work out proactively across the various teams within their organisation •Team charts provided to MTVH, so we are aware of the different teams and their members across, e.g., Contract Administration, Principle Designer etc. •A live central file/shared file/spreadsheet

or PowerBi dashboard equivalent, so information can be accessed quickly, and residents' queries can be answered promptly •Weekly/fortnightly operational meetings with key personnel consistently attending and updating clients live project spreadsheet on a regular basis •Quarterly Supplier Relationship Management (SRM) meetings with wider organisational stakeholders The primary scope of services includes: 1.Carrying out pre-condition surveys/validation surveys for properties. 2.To draw up technical specifications, sketches, ITT tendering documents, tender analysis, and reports for single or multiple types of work. 3.Undertaking the role of Contract Administrator on Planned works, planned Component Renewal and cyclical Programmes. The responsibilities of this are outlined in Annex A. 4.Undertaking the role of Construction, Design and Management (CDM) as Principal Designer (PD). The responsibilities of this are outlined in Annex B. 5.Act on behalf of MTVH to submit the planning application, statement & CAD drawings including the heritage statement where required.

### **II.3) Estimated date of publication of contract notice**

23 January 2023

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## **Section IV. Procedure**

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

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

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## **Section VI. Complementary information**

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

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Building-consultancy-services./8DXWJZ5FVX>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/8DXWJZ5FVX>

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