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Tender

## MVDC - Swan Centre Leasing Agents

Mole Valley District Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-035601

Procurement identifier (OCID): ocds-h6vhtk-0554a7

Published 27 June 2025, 9:41am

## Scope

## Description

Mole Valley District Council (the Council) invites tenders for the provision of Leasing Agents for the Swan Centre, Leatherhead as set out in these documents. The Commencement Date for the delivery of the services is scheduled to be on 8th September 2025 at 09:00 hours. The Contract will be awarded for a period of 5 years until 8th September 2030, with an option to extend for a further 2 year period subject to performance and the absolute discretion of the Council.

## Total value (estimated)

- £100,000 excluding VAT
- £120,000 including VAT

Below the relevant threshold

## **Contract dates (estimated)**

- 8 September 2025 to 9 September 2030
- Possible extension to 9 September 2032
- 7 years, 2 days

Description of possible extension:

1x Period of two years

## **Main procurement category**

Services

## **CPV classifications**

- 70130000 - Letting services of own property

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## **Submission**

## **Enquiry deadline**

19 July 2025, 6:00am

## **Tender submission deadline**

4 August 2025, 1:00pm

## **Submission address and any special instructions**

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

## **Tenders may be submitted electronically**

Yes

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## **Documents**

### **Associated tender documents**

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

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## Contracting authority

### Mole Valley District Council

- Public Procurement Organisation Number: PLXW-3796-VTMW

Pippbrook

Dorking

RH4 1SJ

United Kingdom

Email: [procurement@horsham.gov.uk](mailto:procurement@horsham.gov.uk)

Region: UKJ26 - East Surrey

Organisation type: Public authority - sub-central government