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Tender

## **INVITATION TO TENDER FOR THE PROVISION OF PROPERTY ASSET CONSULTANCY SERVICES**

Basingstoke & Deane Borough Council

F02: Contract notice

Notice identifier: 2022/S 000-036039

Procurement identifier (OCID): ocds-h6vhtk-0392e5

Published 20 December 2022, 1:47pm

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

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

Basingstoke & Deane Borough Council

Civic Offices

BASINGSTOKE

RG214AH

#### **Contact**

Procurement Team

#### **Email**

[procurement@basingstoke.gov.uk](mailto:procurement@basingstoke.gov.uk)

#### **Telephone**

+44 1256844844

#### **Country**

United Kingdom

**Region code**

UKJ3 - Hampshire and Isle of Wight

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://procontract.due-north.com/Advert/Index?advertId=08c81c3c-6980-ed11-811c-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://sebp.due-north.com/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://sebp.due-north.com/>

**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**

INVITATION TO TENDER FOR THE PROVISION OF PROPERTY ASSET  
CONSULTANCY SERVICES

Reference number

DN648826

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

- 700000000 - Real estate services

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

Services

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

Basingstoke and Deane Borough Council (BDBC) is seeking to procure asset Valuation Consultancy Services for asset valuations to be included in the Council's accounts and financial statements.

BDBC has a significant commercial property investment portfolio, all of which is to be valued by external consultants, on an annual basis. The operational portfolio is also to be valued within this contract, with 1/3 of the operational portfolio valued each year of the contract.

The investment element of the portfolio in March 2022 in terms of asset valuation was valued at circa £339m and the operational and car park portfolio was valued at circa £57m.

BDBC wishes to procure asset valuation consultancy services in connection with the annual valuation of its property investment portfolio for the next 3 years, with an option to BDBC to extend for a further year.

#### **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

- UKJ3 - Hampshire and Isle of Wight

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

BDBC has a significant commercial property investment portfolio, all of which is to be valued by external consultants, on an annual basis. The operational portfolio is also to be valued within this contract, with 1/3 of the operational portfolio valued each year of the contract.

The investment element of the portfolio in March 2022 in terms of asset valuation was valued at circa £339m and the operational and car park portfolio was valued at circa £57m.

BDBC wishes to procure asset valuation consultancy services in connection with the annual valuation of its property investment portfolio for the next 3 years, with an option to BDBC to extend for a further year.

The bidders are requested for each year to quote for both Option A and B.

Option A - An asset valuation date of the 31st March.

Option B - An asset valuation date of 31st December then the valuations updated to provide the asset valuations as of 31st March that will be in line with CIPFA guidance and acceptable to external auditors.

BDBC will then choose each year which valuation date it wants to move forward with. The Council will confirm by the 1st September of each year if it wishes to have the valuations completed with a valuation date of 31st December.

The bidder needs to decide whether an indexing report or revaluation of the property will be necessary. Whichever is chosen, it needs to cover any changes from the 31st December to the 31st March of the following year and the process and asset valuation information provided will need to be deemed acceptable by the auditors. It is for the bidder to confirm what this further report would include and the detail to be provided, including if the bidder will index the asset valuations and how it is anticipated that this will meet the

audit requirement for all asset valuations to be materially accurate as at the balance sheet date. The bidder is to provide an example as to what this would report would look like giving examples of where this work has previously been done before. The bidder will also undertake the discussions with the Auditors on all aspects of the audit investigation into the asset valuations and updating report. If further valuations are to be provided, then the bidder will need to confirm the format that this will come in.

A market review and impairment review are required at every financial year end.

#### **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: £600,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract will be subject to an optional extension of 1 x 12 months.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be subject to an optional extension of 1 x 12 months.

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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

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

as set out 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: Yes

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

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

Date

8 February 2023

Local time

11:00am

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

English

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

Date

8 February 2023

Local time

12:00pm

Place

The Council is utilising an electronic tendering tool. Accordingly, there will be no hard copy documents issued to Tenders and all communication with the Council, Including the submission of Tenderers' Responses, will be conducted via the ProContract system.

<http://sebp.due-north.com>

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

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

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

High Court of England and Wales

Royal Courts of Justice

London

WC2A 2LL

Country

United Kingdom