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Tender

## **Centre Management and Business/Innovation/Training Support Services Provider - Mid Suffolk Skills and Innovation Centre**

Mid Suffolk District Council

F02: Contract notice

Notice identifier: 2024/S 000-036802

Procurement identifier (OCID): ocds-h6vhtk-0491e8

Published 14 November 2024, 9:52am

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

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

Mid Suffolk District Council

Endeavour House, 8 Russell Road

Ipswich

IP1 2BX

#### **Contact**

Katrina Browning

#### **Email**

[Procurement@baberghmidsuffolk.gov.uk](mailto:Procurement@baberghmidsuffolk.gov.uk)

#### **Telephone**

+44 1449724886

**Country**

United Kingdom

**NUTS code**

UKH14 - Suffolk

**Internet address(es)**

Main address

<http://www.suffolksourcing.uk/>

**I.3) Communication**

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

<http://www.suffolksourcing.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

**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**

Centre Management and Business/Innovation/Training Support Services Provider - Mid Suffolk Skills and Innovation Centre

Reference number

533

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

- 70330000 - Property management services of real estate on a fee or contract basis

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

Services

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

Mid Suffolk District Council wishes to appoint an organisation highly experienced in providing Centre Management and Business/Innovation Support to SME's. The Centre will also have a collaboration of academic institutions directly delivering training and short courses (including CPD) from the training and meeting spaces on the ground floor. This will require support from the Centre Management team in terms of booking spaces and facilities management. Events and business meetings will also take place at the Centre via external hirings in addition to the Centre's tenant uses, requiring marketing, co-ordination and management. The contract term will be 3 (three) years from 1st April 2026 (subject to the final building opening date) with the option to extend by up to a further 24 months.

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

Value excluding VAT: £1,000,000

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

This contract is divided into lots: No

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

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

- 70330000 - Property management services of real estate on a fee or contract basis
- 80000000 - Education and training services
- 79411100 - Business development consultancy services
- 80500000 - Training services
- 70332200 - Commercial property management services

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

NUTS codes

- UKH14 - Suffolk

Main site or place of performance

Stowmarket and Mid Suffolk District

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

Please see short description above Please note - PIN Notice - Skills and Innovation Centre Operator - Find a Tender - Notice reference: 2024/S 000-026373

### **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: £1,000,000

### **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 term will be 3 years from 1st April 2026 (subject to the final building opening

date) with the option to extend by up to a further 24 months. The Centre Management activities will be required immediately upon contract commencement, including period of mobilisation activities. The business/innovation/skills and training support activities will be required from early to mid 2026.

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

Variants will be accepted: No

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

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

#### **II.2.14) Additional information**

The maximum potential value of the contract over the initial contract term and the potential extension period, taking into account any additional volume and services developed over the maximum 5 year period is up to £1,000,000. This figure has been inflated to ensure that it encompasses changes to the service as the centre is established and the model of delivery evolves over the period of the c

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

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

##### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Please see the specification

##### **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: Yes

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

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-026373](#)

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

Date

2 December 2024

Local time

12:00pm

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

English

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

Date

2 December 2024

Local time

12:00pm

Place

Suffolk Sourcing portal - online

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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

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

Public Procurement Review Service

London

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

High Court of England and Wales

Royal Courts of Justice, Strand

London

WC1A 2LL

Country

Afghanistan

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

All correspondence regarding the bid should be raised via the correspondence option in the portal Suffolk Sourcing.

