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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

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

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

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

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

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.