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Tender

Property Investment Manager for West Sussex Pension Fund

West Sussex County Council

F02: Contract notice

Notice identifier: 2023/S 000-037341

Procurement identifier (OCID): ocids-h6vhtk-0421f5

Published 19 December 2023, 3:59pm

Section I: Contracting authority

I.1) Name and addresses

West Sussex County Council

County Hall, West Street

Chichester

PO19 1RQ

Contact

James Skilling

Email

james.skilling@westsussex.gov.uk

Telephone

+44 3302225432

Country

United Kingdom

Region code

UKJ27 - West Sussex (South West)

Internet address(es)

Main address

<https://www.westsussex.gov.uk/default.aspx>

Buyer's address

<https://www.westsussex.gov.uk/default.aspx>

I.3) Communication

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

<https://atamis-7669.my.site.com/s/Welcome>

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 Agency/Office

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Property Investment Manager for West Sussex Pension Fund

II.1.2) Main CPV code

- 66131100 - Pension investment services

II.1.3) Type of contract

Services

II.1.4) Short description

This Invitation to Negotiate (ITN) is issued by West Sussex County Council on behalf of West Sussex Pension Fund (WSPF) who are seeking to appoint a single Property Investment Manager who is able to deliver their UK direct property mandate, as described in Document 02 – Specification, in accordance with the Public Contracts Regulations 2015 (PCR 2015).

This Procurement is being undertaken in accordance with the Competitive Procedure with Negotiation pursuant to Regulation 29 of the Public Contracts Regulations 2015. Although the Council is utilising the Competitive Procedure with Negotiation route, it reserves the right to award the contract on the basis of the initial tenders without conducting negotiations.

It is anticipated that the Contract will be awarded for an initial period of 7 years from the Contract Effective Date, with an option to extend on the same terms and conditions at WSCC's discretion by up to an additional 3 years in any combination.

The contract start date (Effective Date) shall be 01 January 2025 following an implementation period.

The estimated value of the contract over the full term (initial period and extensions) is £15m.

The process will be split into the following stages:

Stage 1: Selection Questionnaire (SQ) submission

Stage 2: Initial Tender Submission

Stage 3: Negotiations and Final Tenders (up to 4 Bidders will be invited to this stage)
Stage 4: Contract Award

II.1.5) Estimated total value

Value excluding VAT: £15,000,000

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
- 70330000 - Property management services of real estate on a fee or contract basis
- 66141000 - Pension fund management services
- 66131100 - Pension investment services

II.2.3) Place of performance

NUTS codes

- UKJ27 - West Sussex (South West)

II.2.4) Description of the procurement

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Stage 3: Negotiations and Final Tenders (up to 4 Bidders will be invited to this stage)

Stage 4: Contract Award

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: £15,000,000

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

Start date

1 October 2024

End date

30 September 2031

This contract is subject to renewal

Yes

Description of renewals

30/09/34

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 3

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

Detailed in the tender documents on the Council's e-sourcing portal

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

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

Detailed in the tender documents on the Council's e-sourcing portal

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

Detailed in the tender documents on the Council's e-sourcing portal

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive procedure with negotiation

IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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: [2023/S 000-035865](#)

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

Date

26 January 2024

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

15 December 2023

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 1 June 2024

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

West Sussex County Council

County Hall, West Street

Chichester

PO19 1RQ

Country

United Kingdom

Internet address

<https://www.westsussex.gov.uk/default.aspx>

VI.4.2) Body responsible for mediation procedures

West Sussex County Council

County Hall, West Street

Chichester

PO19 1RQ

Country

United Kingdom

Internet address

<https://www.westsussex.gov.uk/default.aspx>

VI.4.4) Service from which information about the review procedure may be obtained

West Sussex County Council

County Hall, West Street

Chichester

PO19 1RQ

Country

United Kingdom

Internet address

<https://www.westsussex.gov.uk/default.aspx>