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Tender

## **AT1318 Facilities Management Hart House & Morton House, Luton**

Luton Council

F02: Contract notice

Notice identifier: 2024/S 000-038879

Procurement identifier (OCID): ocds-h6vhtk-04c1c1

Published 3 December 2024, 11:56am

The closing date and time has been changed to:

**13 January 2025, 12:00pm**

See the [change notice](#).

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

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

Luton Council

Town Hall, George Street

Luton

LU1 2BQ

#### **Contact**

Mrs Caroline Sturman

#### **Email**

[caroline.sturman@luton.gov.uk](mailto:caroline.sturman@luton.gov.uk)

**Country**

United Kingdom

**Region code**

UKH21 - Luton

**Internet address(es)**

Main address

<http://www.luton.gov.uk>

Buyer's address

<http://www.luton.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>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.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**

AT1318 Facilities Management Hart House & Morton House, Luton

Reference number

DN752403

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

- 79993000 - Building and facilities management services

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

Services

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

Procured by Luton Council on behalf of Luton Rising.

Morton House and Hart House are two office developments that form part of the Luton Rising estate. Both on Kimpton Road in Luton, they offer flexible working space and meeting rooms for local organisations. Hart House is a grade 2 listed building and established as a multi office facility with existing tenants and users. Morton House is a brand-new development to open early in 2025 which will provide a high-quality office environment, onsite café and a number of flexible working areas, and public access. Both offices can be used for a one off meeting or as long term tenancy.

We need one Provider who can provide a fully serviced and maintained office environment, offering a safe, clean and inviting working and meeting space. Services to include full cleaning of entire estate during the day and after-hours, 24-hour security and monitoring, receptionist cover 5 working days a week for both sites, laundry service so showers are accessible, car parking management and monitoring, visitor welcome and induction, managing meeting room bookings, engaging and liaising with all users and tenants to be sure they have the best experience, working with Luton Rising to actively maximise revenue through bookings, full facilities management of both buildings including cleaning, repairs, furniture movements.

Tender Documents are available on the ProContract e-tendering portal.

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

NUTS codes

- UKH21 - Luton

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

Procured by Luton Council on behalf of Luton Rising.

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#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 March 2025

This contract is subject to renewal

No

#### **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

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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**

Originally published as:

Date

6 January 2025

Local time

12:00pm

Changed to:

Date

13 January 2025

Local time

12:00pm

See the [change notice](#).

**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**

Duration in months: 4 (from the date stated for receipt of tender)

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

Date

6 January 2025

Local time

12:30pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

HIGH COURT OF JUSTICE

LONDON

Country

United Kingdom