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Tender

## **HAR5969: Estate Management Services**

Tower Hamlets

F02: Contract notice

Notice identifier: 2024/S 000-041233

Procurement identifier (OCID): ocds-h6vhtk-04ca3c

Published 20 December 2024, 2:43pm

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

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

Tower Hamlets

New Town Hall, 160 Whitechapel Road London

London

E1 1BJ

#### **Contact**

Ade Adesina

#### **Email**

[ade.adesina@towerhamlets.gov.uk](mailto:ade.adesina@towerhamlets.gov.uk)

#### **Telephone**

+44 2073644099

#### **Country**

United Kingdom

**Region code**

UKI - London

**Internet address(es)**

Main address

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

Buyer's address

<http://www.towerhamlets.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**

HAR5969: Estate Management Services

Reference number

DN756506

#### **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**

The main objective of this procurement exercise is to appoint an accredited and qualified Chartered Surveying firm to provide estate management professional services support to the Council's Asset Management team. The service requirements are broken down as follows.

Lot 1 - General Estate Management Activities (Estimated Value - £790,000)

This lot will primarily focus on lease renewals and rent reviews including the option to procure other services including;

- Agency and lease management
- Surveying and strategic advice
- Estate, asset and property management
- Rent reviews lease breaks & lease expiries
- Lease renewals & lease regear
- Lease consents
- Lease surrender & regrant

- Dilapidations
- Wayleaves & easements
- Licences for alteration and landlords consent

Currently individual instructions are raised via RFQ to a variety of suppliers for distinct pieces of work. In some circumstances these will be bundled. In order to reduce future contact administration Asset Management are looking to appoint a single supplier to undertake all instructions.

Lot 2 – Estate Management Activities relating to Ben Jonson Road and shops at Mile End

(Estimated Value - £100,000)

- General estate management and advice including service charge management and collection, rental management and collection and ad hoc advice relating to the leases. The Council will retain the right to request support with the lettings of property where required.

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

Value excluding VAT: £900,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

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

#### **II.2.1) Title**

General Estate Management Activities

Lot No

1

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

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

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

NUTS codes

- UK - United Kingdom

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

This lot will primarily focus on lease renewals and rent reviews including the option to procure other services including;

- Agency and lease management
- Surveying and strategic advice
- Estate, asset and property management
- Rent reviews lease breaks & lease expiries
- Lease renewals & lease regear
- Lease consents
- Lease surrender & regrant
- Dilapidations
- Wayleaves & easements
- Licences for alteration and landlords consent

Currently individual instructions are raised via RFQ to a variety of suppliers for distinct pieces of work. In some circumstances these will be bundled. In order to reduce future contact administration Asset Management are looking to appoint a single supplier to undertake all instructions.

### **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**

Duration in months

36

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

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

#### **II.2.1) Title**

HAR5969 Estate Management Services

Lot No

2

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

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

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

NUTS codes

- UK - United Kingdom

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

General estate management and advice including service charge management and collection, rental management and collection and ad hoc advice relating to the leases. The Council will retain the right to request support with the lettings of property where required.

The Estate Management Activities for Ben Jonson Road & shops at Mile End are currently undertaken by Carter Jonas under an RFQ arrangement. Asset Management have taken the opportunity to bring this activity under the main contract to reduce contract administration.

#### **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**

Duration in months

36

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**

Date

31 January 2025

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

31 January 2025

Local time

12:00pm



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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 ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

Public Procurement Review Service

70 Whitehall

London

SW1A 2AS

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Country

United Kingdom