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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

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

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

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

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

Country

United Kingdom