

**United Kingdom-Liverpool: Legal services**

**OJ S 63/2016 31/03/2016**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Liverpool Mutual Homes

Postal address: LMH @ The Observatory

Town: Liverpool

Postal code: L1 6RA

Country: United Kingdom

For the attention of: Mrs Amanda Sartorius-Jones

E-mail: [amanda.sartorius-jones@liverpoolmh.co.uk](mailto:amanda.sartorius-jones@liverpoolmh.co.uk)

Telephone: +44 1512352570

**Internet address(es):**

General address of the contracting authority: [www.liverpoolmutualhomes.org](http://www.liverpoolmutualhomes.org)

**Additional information can be obtained from:**

Official name: Liverpool Mutual Homes

Postal address: LMH @ The Observatory

Town: Liverpool

Postal code: L1 6RA

Country: United Kingdom

For the attention of: Mrs Amanda Sartorius-Jones

E-mail: [amanda.sartorius-jones@liverpoolmh.co.uk](mailto:amanda.sartorius-jones@liverpoolmh.co.uk)

Telephone: +44 1512352570

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Liverpool Mutual Homes

Postal address: LMH @ The Observatory

Town: Liverpool

Postal code: L1 6RA

Country: United Kingdom

For the attention of: Mrs Amanda Sartorius-Jones

E-mail: [amanda.sartorius-jones@liverpoolmh.co.uk](mailto:amanda.sartorius-jones@liverpoolmh.co.uk)

Telephone: +44 1512352570

**Tenders or requests to participate must be submitted:** Official name: Liverpool Mutual Homes

Postal address: LMH @ The Observatory

Town: Liverpool

Postal code: L1 6RA

Country: United Kingdom

For the attention of: Mrs Amanda Sartorius-Jones

E-mail: [amanda.sartorius-jones@liverpoolmh.co.uk](mailto:amanda.sartorius-jones@liverpoolmh.co.uk)

Telephone: +44 1512352570

**I.2. Type of the contracting authority**

### **I.3. Main activity**

Housing and community amenities

### **I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: no

## **Section II: Object of the contract**

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### **II.1. Description**

#### **II.1.1. Title attributed to the contract by the contracting authority**

LMH Invitation to Tender — The Provision of Development and Assets Legal Services.

#### **II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 21: Legal services

NUTS code UK United Kingdom

#### **II.1.3. Information about a framework agreement or a dynamic purchasing system**

The notice involves a public contract

#### **II.1.4. Information about framework agreement**

#### **II.1.5. Short description of the contract or purchase(s)**

Background

The scope of this contract is to provide legal services for Liverpool Mutual Homes (LMH) and LMH groups

LMH are looking to appoint suppliers who will work with them to deliver a highly customer focused, effective and efficient service whilst maximising the potential for knowledge, advice and Guidance. Within this service LMH will require a variety of requirements which are mapped out in the specification below.

LMH are seeking a suitable Supplier(s) to:

—

Provide excellent Guidance and advice at the first point of contact

—

Provide a seamless service, maintaining the highest standard of professional integrity, advice, guidance, reliability, accuracy and value for money.

—

Aspire to the vision and values of LMH

—

Provide quality advice and guidance at the first point of contact and to act as advocates for staff

—

Provide experience, knowledge and expertise to respond to enquiries covering a wide range of Services.

—

Provide bespoke and customised advice and guidance which meets the objectives set out by LMH

—

Provide flexibility and capability to take on more services/enquiries as required

—

Provide a portal for information gathering and reports.

The Legal Services that the Supplier shall make available to LMH, will reflect in the Contract specification and tender proposal, all suppliers will be ranked in relation to the Criteria of the tender and the top ranking supplier will be awarded this contract.

**II.1.6. CPV code(s)**

79100000 Legal services

**II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

**II.1.8. Lots**

**II.1.9. Information about variants**

Variants will be accepted: no

**II.2. Scope of the procurement**

**II.2.1. Total quantity or scope**

Background

The scope of this contract is to provide legal services for Liverpool Mutual Homes (LMH) and LMH groups

LMH are looking to appoint suppliers who will work with them to deliver a highly customer focused, effective and efficient service whilst maximising the potential for knowledge, advice and Guidance. Within this service LMH will require a variety of requirements which are mapped out in the specification below.

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Estimated value excluding VAT: 440 000 GBP

**II.2.2. Information about options**

Options: no

### **II.2.3. Information about renewals**

This contract is subject to renewal: no

### **II.3. Duration of the contract or time limit for completion**

## **Section III: Legal, economic, financial and technical information**

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### **III.1. Conditions related to the contract**

#### **III.1.1. Deposits and guarantees required**

#### **III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

#### **III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

#### **III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: no

### **III.2. Conditions for participation**

#### **III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

#### **III.2.2. Economic and financial ability**

#### **III.2.3. Technical and professional ability**

#### **III.2.4. Information about reserved contracts**

### **III.3. Conditions specific to services contracts**

#### **III.3.1. Information about a particular profession**

Execution of the service is reserved to a particular profession: no

#### **III.3.2. 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: no

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

Open

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 2

#### **IV.1.3. 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 no

## **IV.2. Award criteria**

### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

### **IV.2.2. Information about electronic auction**

An electronic auction will be used: no

## **IV.3. Administrative information**

### **IV.3.1. File reference number attributed by the contracting authority**

### **IV.3.2. Previous publication concerning this procedure**

### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Time limit for receipt of requests for documents or for accessing documents: 22.4.2016 - 12:00

Payable documents: no

### **IV.3.4. Time limit for receipt of tenders or requests to participate**

22.4.2016 - 12:00

### **IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

29.3.2016

### **IV.3.6. Languages in which tenders or requests to participate may be submitted**

English.

### **IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

### **IV.3.8. Conditions for opening of tenders**

Date: 22.4.2016 - 12:00

Persons authorised to be present at the opening of tenders: no

## **Section VI: Complementary information**

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

This is a recurrent procurement: no

### **VI.2. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

### **VI.3. Additional information**

VI.3.1 Body Responsible for Appeal/Mediation Procedures — The UK does not have any such bodies with responsibility for appeal/mediation procedures, therefore please make reference below to the text detailed in section VI.4.2 of this template. VI.3.2 Lodging of Appeals — This authority will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated electronically to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into. Such information should be requested from the contact detailed in 1.1 or addressed to the Procurement & Supply Chain Manager, LMH @ The Observatory, 1 Old Haymarket, Liverpool. L1 6RA or by email to

[procurementteam@liverpoolmh.co.uk](mailto:procurementteam@liverpoolmh.co.uk) An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts Regulations 2015 may bring proceedings in the courts. Royal Courts of Justice Strand London WC2A 2LL United Kingdom Tel: +44 2079476000.

**VI.4. Procedures for review**

**VI.4.1. Review body**

**VI.4.2. Review procedure**

**VI.4.3. Service from which information about the review procedure may be obtained**

**VI.5. Date of dispatch of this notice**

29.3.2016