

UK-Weston-super-Mare: Property management services of real estate on a fee or contract basis

OJ S 117/2013 19/06/2013

Contract notice

Services

Directive 2004/18/EC**Section I: Contracting authority**

I.1. Name and addresses

Official name: Knightstone Housing Association

Postal address: Station Road, Worle

Town: Weston-super-Mare

Postal code: BS22 6AP

Country: United Kingdom

For the attention of: Michael O'Halloran, Head of Procurement

E-mail: michael.ohalloran@knightstone.co.uk**Internet address(es):**General address of the contracting authority: www.knightstone.co.ukAddress of the buyer profile: <https://in-tendhost.co.uk/knightstone>**Additional information can be obtained from:**

the abovementioned address

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

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address**I.2. Type of the contracting authority**

Body governed by public law

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

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

Property Management Contract for Dorset and Hampshire portfolio.

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

Services

Service category No 14: Building-cleaning services and property management services

NUTS code UKJ33 Hampshire CC, UKK22 Dorset CC

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)

Knightstone Housing Association is seeking to appoint a suitably qualified and experienced property management company for the provision of services to its general rented and homeownership properties in Fareham, Poole, Portsmouth, Purbeck and Weymouth for a period of 10 years.

The management agreement will involve estate management across a range of disciplines including housing management, income recovery, tenancy enforcement, and rents and service charges. The estimated value of the contract fee is GBP 116k annually, increased annually in April using previous September's RPI figure.

The successful bidder will take on all housing and property responsibilities as reflected in the draft Management Agreement provided on the supplier portal.

Important information: This tender is being conducted through the Knightstone supplier portal and all documentation is only available via this portal for which the URL is:

<https://in-tendhost.co.uk/knightstone>

Once you have registered and expressed interest in the project, you will then be able to login to the secure area and download/view the tender documents.

Submissions must be made via the web site. All documents should be uploaded to the website, then be sure to press the Red button Submit Return (You may need to scroll the screen down to see this button). You will then receive a receipt (print and retain a copy of this receipt and this is your confirmation of your submission). The tender status will then confirm your documents have been submitted.

If you have any problems accessing the documents then please send Knightstone an email using the correspondence function on the supplier portal.

II.1.6. CPV code(s)

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

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

The procurement is covered by the Government Procurement Agreement: no

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The management agreement will be in place for 10 years and the estimated management fee over that period of time is GBP 1.3 m.

Estimated value excluding VAT: 1 300 000 GBP

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

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

Duration in months: 120 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

The specific requirements are set out in the tender documentation and may include a parent company guarantee.

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

Within 10 working days of the end of each quarter, the managing agent submits the fees in accordance with Schedule 3 of the Management Agreement and pays the net payment to Knightstone.

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

No specific legal form is required. However, if a consortium submits a tender, Knightstone may require the consortium to form a legal entity before entering into a management agreement. Joint and several liability of all consortium members may be required (and/or guarantees and/or undertakings by some or all of the consortium members).

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: For more information on Knightstone's specific requirements please refer to the Invitation to Tender, the draft Management Agreement and other supporting information.

III.2. Conditions for participation

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

List and brief description of conditions: Organisations are expected to complete the Tender Submission Questionnaire. This can be downloaded from Knightstone's supplier portal, details of which are provided in section I.1. the Invitation to Tender document sets out the minimum standards and the award criteria.

III.2.2. Economic and financial ability

List and brief description of conditions: Organisations are expected to complete the Tender Submission Questionnaire. This can be downloaded from Knightstone's supplier portal, details of which are provided in section I.1. the Invitation to Tender document sets out the minimum standards and the award criteria.

Minimum level(s) of standards possibly required: The minimum standards are set out in the Invitation to Tender document.

III.2.3. Technical and professional ability

List and brief description of conditions:

Organisations are expected to complete the Tender Submission Questionnaire. This can be downloaded from Knightstone's supplier portal, details of which are provided in section I.1. the Invitation to Tender document sets out the minimum standards and the award criteria.

Minimum level(s) of standards possibly required:

The minimum standards are set out in the Invitation to Tender document.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

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

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

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

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

no

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

Payable documents: no

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

24.7.2013

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

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

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: Year 2023.

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

Knightstone Housing Association is part of the Knightstone Housing Group, whose members are:

Knightstone Housing Association Ltd

Knightstone Community Homes Ltd

ARC Developments Southwest Ltd

Knightstone Charitable Ltd

Great Western Assured Growth Plc

Great Western Housing Plc

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: The contracting authority will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. If an appeal regarding the award of a contract has not been successfully resolved, the Public Contracts Regulations 2006 (SI 2006 No 5) (as amended) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be started within 30 days beginning with the date when the aggrieved party first knew or ought to have known that grounds for starting the proceedings had arisen. The Court may extend the time limit for starting proceedings where the Court considers that there is a good reason for doing so but not so as to permit proceedings to be started more than 3 months after that date. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages or, where the contract award procedures have not been followed correctly, declare the contract to be ineffective.

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

VI.5. Date of dispatch of this notice

14.6.2013