

United Kingdom-St Asaph: Legal services
OJ S 228/2017 28/11/2017
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Pennaf Ltd

Postal address: 72 Ffordd William Morgan, St Asaph Business Park, Denbighshire

Town: St Asaph

NUTS code: UKL13 Conwy and Denbighshire

Postal code: LL17 OJD

Country: United Kingdom

Contact person: John Lowery

E-mail: john.lowery@pennaf.co.uk

Telephone: +44 1745536836

Internet address(es):

Main address: <http://www.pennafgroup.co.uk>

Address of the buyer profile: http://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA21673

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://sell2wales.gov.wales>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <http://sell2wales.gov.wales>

I.4. Type of the contracting authority

Other type: housing association

I.5. Main activity

Other activity: housing association

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Legal Services.

II.1.2. Main CPV code

79100000 Legal services

II.1.3. Type of contract

Services

II.1.4. Short description

Housing Association legal services to cover
General Legal, Contractual and Procurement
Conveyancing and Property Related
Employment
Finance Management and Governance
Nursing Care / Care / Tenancy & Housing Advice (inc. Leasehold).

II.1.5. Estimated total value

II.1.6. Information about lots

This contract is divided into lots: yes
Tenders may be submitted for maximum number of lots: 5

II.2. Description

II.2.1. Title

Provision of Legal Services — Conveyancing and Property Related
Lot No: 2

II.2.2. Additional CPV code(s)

79100000 Legal services

II.2.3. Place of performance

NUTS code: UKL11 Isle of Anglesey
NUTS code: UKL13 Conwy and Denbighshire
NUTS code: UKL23 Flintshire and Wrexham
NUTS code: UKL24 Powys
Main site or place of performance: 72 Ffordd William Morgan St Asaph Business Park St
Asaph LL17 0JD.

II.2.4. Description of the procurement

Legal Services relating to Conveyancing and Property Related
In particular but not exclusively, experience in
a) Acquisition, disposal and asset management
b) Property Rationalisation
c) Commercial Leases
d) Multi agency agreements and commercial contracts.

II.2.5. Award criteria

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

II.2.6. Estimated value

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

Duration in months: 48
This contract is subject to renewal: yes
Description of renewals:
4 years plus 3 years.

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.2.14. Additional information

II.2. Description

II.2.1. Title

Provision of Legal Services — General, Contractual, Development, Procurement
Lot No: 1

II.2.2. Additional CPV code(s)

79100000 Legal services

II.2.3. Place of performance

NUTS code: UKL23 Flintshire and Wrexham

NUTS code: UKL13 Conwy and Denbighshire

NUTS code: UKL11 Isle of Anglesey

NUTS code: UKL24 Powys

Main site or place of performance: 72 Ffordd William Morgan St Asaph Buisness Park St
Asaph LL17 0JD

II.2.4. Description of the procurement

Legal Services for Housing Association covering:

General Legal, Contractual & Procurement

In particular but not exclusively, experience in

a) Economic, political and regulatory context in Wales

b) Development

c) Social Housing Grant

d) Framework agreements

e) Procurement (OJEU)

f) Service Contracts.

II.2.5. Award criteria

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

II.2.6. Estimated value

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

Tender is for 4 years plus up to 3 years extensions.

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.2.14. Additional information

II.2. Description

II.2.1. Title

Provision of Legal Services — Employment Related
Lot No: 3

II.2.2. Additional CPV code(s)

79100000 Legal services

II.2.3. Place of performance

NUTS code: UKL11 Isle of Anglesey

NUTS code: UKL13 Conwy and Denbighshire

NUTS code: UKL23 Flintshire and Wrexham

NUTS code: UKL24 Powys

Main site or place of performance: 72 Ffordd William Morgan St Asaph Business Park St
Asaph LL17 0JD

II.2.4. Description of the procurement

Provision of legal services regarding Employment

In particular but not exclusively, experience in

- a) Schedule 1 issues
- b) Complex ER cases
- c) TUPE
- d) Restructure
- e) Tribunals
- f) Pension Advice
- g) GDPR
- h) Health and Safety.

II.2.5. Award criteria

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

II.2.6. Estimated value

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

4 years plus 3 years.

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.2.14. Additional information

II.2. Description

II.2.1. Title

Provision of Legal Services — Governance and Treasury
Lot No: 4

II.2.2. Additional CPV code(s)

79100000 Legal services

II.2.3. Place of performance

NUTS code: UKL11 Isle of Anglesey

NUTS code: UKL13 Conwy and Denbighshire

NUTS code: UKL23 Flintshire and Wrexham

NUTS code: UKL24 Powys

Main site or place of performance: 72 Ffordd William Morgan St Asaph Business Park St
Asaph LI17 0JD

II.2.4. Description of the procurement

Provision of Legal Services relating to Governance and Treasury

In particular but not exclusively, experience in

a) Section 9 consents

b) Searches

c) Liaison with lenders and their solicitors

d) Banking and Finance

e) Business Opportunities

f) Group Structures

g) Governance (including Money Laundering, Consumer Credit Licencing etc)

II.2.5. Award criteria

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

II.2.6. Estimated value

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

4 years plus 3 years.

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.2.14. Additional information

II.2. Description

II.2.1. Title

Provision of Legal Services — Housing Management and Support
Lot No: 5

II.2.2. Additional CPV code(s)

79100000 Legal services

II.2.3. Place of performance

NUTS code: UKL11 Isle of Anglesey

NUTS code: UKL13 Conwy and Denbighshire

NUTS code: UKL23 Flintshire and Wrexham

NUTS code: UKL24 Powys

Main site or place of performance: 72 Ffordd William Morgan St Asaph Business Park St
Asaph LL17 0JD

II.2.4. Description of the procurement

Provision of legal services — Housing Management and Support

In particular but not exclusively, experience in

a) Tenancy enforcement

b) Service Charges

c) Landlord and Tenant Advice

d) Leasehold Advice

e) Possession hearings

f) Arrears and debt collection

g) Recovery from deceased estates

h) Specialist care advice including issues around Extra Care, Nursing / Residential / EMI Care,
POVA, CSSIW, CRB etc

i) Supporting People

j) Anti-Social Behaviour advice.

II.2.5. Award criteria

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

II.2.6. Estimated value

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

4 years plus 3 years.

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.2.14. Additional information

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

The economic operator may be requested to provide a certificate from the Registrar of Companies stating that he is certified as incorporated or registered or, where he is not so certified, a certificate stating that the person concerned has declared on oath that he is engaged in the legal services profession in the UK under a given business name.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

- Value-for-Money
- Skills and expertise in the areas covered under the various Lots
- Significant housing association experience
- Knowledge of the Welsh context
- High standards of client care with good ongoing communication and mechanisms for timely and responsive delivery
- The range of services provided and cross team working
- A positive approach to equalities and diversity, including Welsh language
- Proactive approach to keeping the Group informed of relevant issues affecting it.

III.2. Conditions related to the contract

III.2.1. Information about a particular profession

Execution of the service is reserved to a particular profession Reference to the relevant law, regulation or administrative provision:

Under Legal Services Act 2007 all legal services have to be registered under Legal Services Board.

III.2.3. 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

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

IV.1.3. Information about a framework agreement or a dynamic purchasing system

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: 11/01/2018 Local time: 12:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

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

Tender must be valid until: 30/03/2018

IV.2.7. Conditions for opening of tenders

Date: 11/01/2018 Local time: 14:00

Place:

72 Ffordd William Morgan

St Asaph Business Park

St Asaph

LL17 0JD

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.3. Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at http://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=73528.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at http://www.sell2wales.gov.wales/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

Community Benefits in a procurement context is about ensuring that wider social and economic issues are considered when tendering contracts, to maximise the investment as widely as possible. PHG is committed to delivering community benefits in its procurement through its sourcing activity.

Community Benefits will be a non-core requirement and will not form part of the evaluation criteria.

(WA Ref:73528).

VI.4. Procedures for review

VI.4.1. Review body

Official name: Pennaf Ltd

Postal address: 72 Ffordd William Morgan, St Asaph Business Park, Denbighshire

Town: St Asaph

Postal code: LL17 OJD

Country: United Kingdom

E-mail: john.lowery@pennaf.co.uk

Telephone: +44 3003437272

Fax: +44 1745538392

Internet address: <http://www.pennafgroup.co.uk>

VI.5. Date of dispatch of this notice

24/11/2017