

**United Kingdom-Tunbridge Wells: School cleaning services**

OJ S 8/2015 13/01/2015

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Tunbridge Wells Grammar School for Boys

Postal address: St Johns Road

Town: Tunbridge Wells

Postal code: TN4 9XB

Country: United Kingdom

Contact person: Schools Buying Club, Technology House, 151 Silbury Boulevard, Milton Keynes, MK9 1LH

For the attention of: Mike Elkins

E-mail: [mike.elkins@schoolsbuyingclub.com](mailto:mike.elkins@schoolsbuyingclub.com)

Telephone: +44 1908545734

**Internet address(es):**General address of the contracting authority: <http://www.twgsb.org.uk/>Address of the buyer profile: <https://in-tendhost.co.uk/schoolsbuyingclub/asp/Home>**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**

Education

**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**

SBC-ME-10149 — Tunbridge Wells Grammar School for Boys — Outsourced Cleaning Services.

**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 UKJ42 Kent 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)**

Tunbridge Wells Grammar School for Boys is a large Comprehensive School located in Royal Tunbridge Wells, Kent, England. The School is looking to procure a firm of competent and capable Cleaning providers who shall be able to ensure that the staff and pupils are able to teach and learn in a clean and aesthetically pleasing environment.

The Contract shall encompass all aspects of School cleaning which includes, but is not limited to: office and classroom cleaning, toilet cleaning and the management of staff and working patterns.

This Contract is due to commence on the 1.8.2015.

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

90919300 School cleaning services, 90910000 Cleaning services

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

The procurement is covered by the Government Procurement Agreement: yes

### **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**

Tunbridge Wells Grammar School for Boys requires a Supplier to provide outsourced cleaning services including, but not limited to: general office, classroom, toilet cleaning and management of the cleaning services.

Estimated value excluding VAT:

Range: between 500 000 and 800 000 GBP

### **II.2.2. Information about options**

Options: yes

Description of options: Tunbridge Wells Grammar School for Boys shall let a Contract with the following structure. The Contract shall have a core period of 3 years. When this core period naturally terminates the School shall have the option of extending the Contract for a further period of 2 years, at yearly intervals. This shall provide a full Contract structure (inclusive of options) of 3 + 1 + 1.

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

This contract is subject to renewal: yes

Number of possible renewals: Range: between 1 and 2

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

Duration in months: 60 (from the award of the contract)

## **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**

## **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: Full details of the information to be provided are detailed in the Pre-Qualification Questionnaire, which must be sought and returned by the closing deadline.

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

List and brief description of conditions: Full details of the information to be provided are detailed in the Pre-Qualification Questionnaire, which must be sought and returned by the closing deadline.

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

List and brief description of conditions:

Full details of the information to be provided are detailed in the Pre-Qualification Questionnaire, which must be sought and returned by the closing deadline.

### **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**

Restricted

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

Envisaged minimum number 5: and Maximum number 6

Objective criteria for choosing the limited number of candidates: Full details of the information to be utilised are detailed in the Pre-Qualification Questionnaire, which must be sought and returned by the closing deadline.

#### **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**

SBC-ME-10149

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

no

### **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: 16.2.2015 - 12:00  
Payable documents: no

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

16.2.2015 - 12:00

### **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**

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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**

To receive information about this tender, including any amendments and/or clarifications and to request any clarifications and/or to respond to this tender, you must register your interest to this tender on the following site: <https://in-tendhost.co.uk/schoolsbuyingclub.aspx/Home>

Following an expression of interest on [www.in-tendhost.co.uk](http://www.in-tendhost.co.uk) the PQQ will be available to access on <https://in-tendhost.co.uk/schoolsbuyingclub.aspx/Home>

The PQQ must be returned in accordance with the instructions set out in the PQQ, by the time and date indicated. The Contracting Authority does not bind itself to accept the lowest or any offer and reserves the right to accept an offer in either whole or in part. The Contracting

Authority is not responsible for any costs incurred by bidders in relation to the participation in this process.

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

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

Official name: See VI.4.2)

##### **Body responsible for mediation procedures**

Official name: See VI.4.2)

##### **VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: Tunbridge Wells Grammar School for Boys will incorporate a standstill period at the point at which information on the award of the Contract is communicated to all tenderers. The notification will provide full information on the award decision. The standstill period, which will be for the minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the Contract is entered into.

The Public Contracts Regulations 2006 (SI 2006 No 5) 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).

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

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

9.1.2015