

**United Kingdom-Chelmsford: Cleaning services**

**OJ S 16/2014 23/01/2014**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Chelmer Housing Partnership

Postal address: Myriad House, 23 Springfield Lyons Approach

Town: Chelmsford

Postal code: Essex

Country: United Kingdom

For the attention of: Lucy Robinson

E-mail: [lucy.robinson@chp.org.uk](mailto:lucy.robinson@chp.org.uk)

Telephone: +44 1245613002

**Internet address(es):**

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

**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**

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**II.1. Description**

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

Provision of 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 UKH3 Essex

**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)**

Cleaning services. Accommodation, building and window cleaning services. Accommodation cleaning services. Building-cleaning services. Window-cleaning services. Bin-cleaning services. Refuse and waste related services. Household-refuse collection services. Household-refuse disposal services. Office cleaning services.

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

90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services, 90918000 Bin-cleaning services, 90500000 Refuse and waste related services, 90511200 Household-refuse collection services, 90513100 Household-refuse disposal services, 90919200 Office cleaning 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**

This contract is divided into lots: yes  
Tenders may be submitted for one or more 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**

The Contract is for the provision of cleaning services to CHP as per the following lots:  
Void Clearance and Cleaning,  
Communal Cleaning,  
Sheltered Scheme window and bin cleaning,  
Head Office Cleaning,  
Parkside Community Hub,  
Non-social housing clearance and cleaning.  
Estimated value excluding VAT: 1 916 666 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: 60 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Empty Property (Void) Clearance and Cleaning

#### **1) Short description**

CHP require cleaning and clearance for void properties.

#### **2) CPV code(s)**

90911100 Accommodation cleaning services, 90513100 Household-refuse disposal services

#### **3) Quantity or scope**

We currently undertake approximately 500-550 voids a year. Properties will be required to be

thoroughly cleaned in accordance with the cleaning specification inside and out, making sure all old belongings and requested outbuildings are taken down and disposed of by the contractor.

Estimated value excluding VAT: 750 000 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 2

Lot title: Communal Cleaning

**1) Short description**

CHP requires an organisation capable of providing a cleaning service to their flat block communal areas.

**2) CPV code(s)**

90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services, 90918000 Bin-cleaning services, 90500000 Refuse and waste related services

**3) Quantity or scope**

This includes all internal cleaning of approximately 301 blocks of flats to a high specification on a weekly basis. It will also include external litter picking, cleaning bin areas and external window cleaning up to 4 stories. There is also the daily litter picking service (Monday to Friday) to 8 shopping parades and surrounds.

Estimated value excluding VAT: 1 041 666 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 3

Lot title: Sheltered Scheme Window and Bin Cleaning

**1) Short description**

CHP have 24 sheltered schemes. The requirement is for internal and external cleaning to communal doors and windows, and washing of communal bins quarterly.

**2) CPV code(s)**

90910000 Cleaning services, 90911300 Window-cleaning services, 90918000 Bin-cleaning services

**3) Quantity or scope**

Estimated value excluding VAT: 83 333 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 4

Lot title: Head Office Cleaning

**1) Short description**

It is still be confirmed if this Lot will be included.

**2) CPV code(s)**

90910000 Cleaning services, 90919200 Office cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services

**3) Quantity or scope**

Daily clean to 3 storey office and stores area (30,000 sq ft office and 7.500 sq ft materials outlet and stores). We anticipate 3 hours per day for emptying bins, vacuuming, cleaning 3 kitchens, internal office glass cleaning and vacuuming air vents. Quarterly external and internal window cleaning. Work would take place after 5pm each day, Monday to Friday. Estimated value excluding VAT: 166 666 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 5

Lot title: Parkside Community Hub

**1) Short description**

Office, meeting rooms, kitchen and wash room facility cleaning. Approximately 20 – 30 minutes each day, Monday to Friday.

**2) CPV code(s)**

90910000 Cleaning services, 90919200 Office cleaning services

**3) Quantity or scope**

Estimated value excluding VAT: 12 500 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 6

Lot title: Non-social housing clearance and cleaning

**1) Short description**

Cleaning to Market / Intermediate rent properties in between tenancies. Also Right to buy and new build.

**2) CPV code(s)**

90910000 Cleaning services, 90911100 Accommodation cleaning services, 90513100 Household-refuse disposal services

**3) Quantity or scope**

Estimated value excluding VAT: 20 833 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

**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: The Authority will apply all the offences listed in Article 45(1) of Directive 2004/18/EC (implemented as Regulation 23(1) of the Public Contract Regulations (PCR) 2006 in the UK) and all of the professional misconducts listed at Article 45 (2) of Directive 2004/18/EC (see also Regulation 23(2) in the PCR 2006) to the decision of whether a Candidate is eligible to be invited to tender.

A full list of the Regulation 23(1) and 23(2) criteria are at <http://www.delta-esourcing.com/delta/project/reasonsForExclusion.html#pcr>

Candidates will be required to answer these questions as part of the qualification process. For candidates who are registered overseas, you will need to declare if you have any offences /misconduct under your own countries laws, where these laws are equivalent to the Regulation 23 lists.

Candidates who have been convicted of any of the offences under Article 45(1) are ineligible and will not be selected to bid, unless there are overriding requirements in the general interest for doing so.

Candidates who are guilty of any of the offences, circumstances or misconduct under Article 45 (2) may be excluded from being selected to bid at the discretion of the Authority.

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

List and brief description of conditions: (c) A statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last three financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available.

**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**

**III.3.2. Information about staff responsible for the performance of the contract**

## **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**

**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**

T0117\_2013

### **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: 19.2.2014 - 12:00  
Payable documents: no

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

20.2.2014 - 12:00

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

7.3.2014

### **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**

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender.

To view this notice, please click here:

<https://www.paessex.gov.uk/delta/viewNotice.html?noticeId=86370637>

GO Reference: GO-2014121-PRO-5404313

### **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**

21.1.2014