

United Kingdom-London: Cleaning services
OJ S 22/2020 31/01/2020
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: The Courtauld Institute of Art

National registration number: 4464432

Postal address: Somerset House, Strand

Town: London

NUTS code: UKI London

Postal code: WC2R 0RN

Country: United Kingdom

Contact person: Claire Sadler

E-mail: Claire.Sadler@courtauld.ac.uk

Telephone: +44 7936914750

Internet address(es):

Main address: <https://courtauld.ac.uk>

Address of the buyer profile: <https://www.delta-esourcing.com/respond/R566A65R37>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.delta-esourcing.com/tenders/UK-UK-London:-Cleaning-services./395N6BC9R8>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.delta-esourcing.com/respond/R566A65R37>

Tenders or requests to participate must be submitted to the abovementioned address

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Education

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Cleaning and Associated Services

Reference number: 426639836

II.1.2. Main CPV code

90910000 Cleaning services

II.1.3. Type of contract

Services

II.1.4. Short description

Routine, periodic and reactive cleaning of The Courtauld Institute of Art's premises including its residential accommodation and summer residential bedroom servicing, and associated services — window cleaning, waste management, feminine hygiene, pest control, consumables supply, and portering services.

II.1.5. Estimated total value

Value excluding VAT: 1 650 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

90910000 Cleaning services, 90922000 Pest-control services, 90911300 Window-cleaning services, 85142300 Hygiene services, 90500000 Refuse and waste related services, 98341120 Portering services, 33760000 Toilet paper, handkerchiefs, hand towels and serviettes, 33711900 Soap, 98341110 Housekeeping services

II.2.3. Place of performance

NUTS code: UKI London

Main site or place of performance: LONDON.

II.2.4. Description of the procurement

The cleaning and associated services supplier procurement is for a 5-year contract commencing in August 2020 to provide full internal (and where indicated external) routine, periodic and reactive cleaning of The Courtauld's premises including its residential accommodation (until Summer 2021), window cleaning, waste management, feminine hygiene and related services, pest control, client consumables supply, portering services and summer residential bedroom servicing (until Summer 2021).

A full specification is located in Annex 2 to the ITT with general requirements in Part A including service objectives, mobilisation, contract management and KPIs, response times, and other general requirements, and service specific requirements in Part B.

To enable The Courtauld to complete its transformational project Courtauld Connects, the size and use of The Courtauld's property portfolio has evolved and will continue to do so over the next 5-year period. The change is primarily driven by the requirement to temporarily vacate the North Block of Somerset House in Phases to complete an extensive refurbishment and remodelling of the premises. Phase 1 works have commenced and are due to complete late 2020, with the refurbished gallery opening Spring 2021. This will be followed by the completion of Phase 2 works by Autumn 2022, enabling The Courtauld university activities to move back to Somerset House from the current temporary campus (Vernon Square), which is it anticipated will be vacated late 2022. In parallel Duchy House will be temporarily vacated in Summer 2021 for refurbishment with re-occupation from Summer 2022.

The table in ITT Annex 2 Specification sets out the estimated service periods across the premises for the contract term, but this is subject to change due to the above works. The pricing schedule splits the costs for each element of the service into separate parts of the premises, thus providing a methodology to calculate the pricing in any given scenario.

The service is split into core services (based on a fixed price) and additional services (based on rates in the pricing schedule) which will be called off as required. The estimated contract value stated in the contract notice includes approximately 30 000 GBP per annum of additional services, but this is an estimate only and actuals may vary. The contract value also excludes any annual pricing increases which are provided for within the terms and conditions of contract at ITT Annex 1.

This statement and the pricing methodology are provided to meet the requirements of Regulation 72 of the Public Contract Regulations 2015 in respect of changes to the services over the contract term.

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

Value excluding VAT: 1 650 000,00 GBP

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

Duration in months: 60

This contract is subject to renewal: no

II.2.9. Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 5 Objective criteria for choosing the limited number of candidates:

As set out in the procurement documents.

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

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/R566A65R37>

Please note that the draft ITT documents are provided for information only at SQ stage — potential suppliers should NOT return tender documents at the SQ stage. Shortlisted suppliers from the SQ stage will be invited to the next (ITT) stage.

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:

See procurement documents.

III.1.2.

Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3. Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Restricted 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: 26/02/2020 Local time: 14:00

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

Date: 16/03/2020

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

Duration in months: 6 (from the date stated for receipt of tender)

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

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.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Cleaning-services./395N6BC9R8>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/395N6BC9R8>

Go reference: GO-2020127-PRO-15883595

VI.4. Procedures for review

VI.4.1. Review body

Official name: Royal Courts of Justice

Postal address: Strand

Town: London

Country: United Kingdom

Telephone: +44 2079476000

Internet address: www.hmcourts-service.gov.uk

VI.4.4. Service from which information about the review procedure may be obtained

Official name: Cabinet Office

Postal address: 70 Whitehall

Town: London

Country: United Kingdom

Telephone: +44 2072761234

VI.5. Date of dispatch of this notice

27/01/2020