

**United Kingdom-Glasgow: Cleaning services**

**OJ S 27/2020 07/02/2020**

**Contract notice**

**Services**

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: Drumchapel Housing Cooperative Ltd

Postal address: 4 Kinclaven Avenue

Town: Glasgow

NUTS code: UKM82 Glasgow City

Postal code: G15 7SP

Country: United Kingdom

E-mail: [enquiries@drumchapelhc.org.uk](mailto:enquiries@drumchapelhc.org.uk)

Telephone: +44 1419444902

**Internet address(es):**

Main address: [www.drumchapelhc.org.uk](http://www.drumchapelhc.org.uk)

Address of the buyer profile: [https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA15182](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA15182)

**I.1. Name and addresses**

Official name: Cernach Housing Association Ltd

Postal address: 79 Airgold Drive, Drumchapel

Town: Glasgow

NUTS code: UKM82 Glasgow City

Postal code: G15 7AJ

Country: United Kingdom

E-mail: [admin@cernachha.co.uk](mailto:admin@cernachha.co.uk)

Telephone: +44 1419443860

Fax: +44 1419448925

**Internet address(es):**

Main address: [www.cernachha.co.uk](http://www.cernachha.co.uk)

Address of the buyer profile: [https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA16163](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA16163)

**I.1. Name and addresses**

Official name: Kendoon Housing Association

Postal address: Suite 16, Garscadden House, 3 Dalsetter Crescent

Town: Glasgow

NUTS code: UKM82 Glasgow City

Postal code: G15 8TG

Country: United Kingdom

E-mail: [neil@kendoon.org.uk](mailto:neil@kendoon.org.uk)

Telephone: +44 1419448282

Fax: +44 1419444631

**Internet address(es):**

Main address: <http://www.kendoon.org.uk>

Address of the buyer profile: [https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA21582](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA21582)

**I.2. Information about joint procurement**

The contract involves joint procurement

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: [www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: [www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

Housing and community amenities

**Section II: Object**

---

**II.1. Scope of the procurement****II.1.1. Title**

Drumchapel Housing Associations: Environmental Cleaning Services 2020

Reference number: 6284

**II.1.2. Main CPV code**

90910000 Cleaning services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The successful candidate will be responsible for the external and internal cleaning of common areas in/to the employer's tenanted properties including: weekly close cleaning; quarterly bin store/area cleaning; quarterly close window cleaning; quarterly wheelie bin cleaning; weekly wheelie bin collection [pull out] management; provide all necessary cleaning supplies and safe temporary access; and all resultant communication/quality control including monitoring forms, to occupied flats/houses closes at various addresses, Drumchapel, Glasgow G15.

**II.1.5. Estimated total value****II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description****II.2.2. Additional CPV code(s)**

90911300 Window-cleaning services

**II.2.3. Place of performance**

NUTS code: UKM82 Glasgow City

Main site or place of performance: Drumchapel G15.

#### **II.2.4. Description of the procurement**

The tender evaluation will comprise the ESPD, your quality score for the TQQ; and the contract sum stated on the form of tender.

The submitted ESPD will assess the selection criteria as a pass or fail to identify contractors who pass by meeting the criteria. Only those contractors who achieve an ESPD pass will have their tender quality and cost considered/evaluated.

The criteria for scoring will be to reach a total percentage score as follows:

Price (tender) — deducting 1 % from 100 for every percentage point each tender is in excess of the lowest tender, prior to weighting.

Quality 3 out of 100 for your TQQ submission, ranked in relation to the other candidates.

The candidates will be scored relative to each other (best answer scoring highest), based on the employer's individual aspirations/requirements and the information provided by the candidate(s).

#### **II.2.5. Award criteria**

Criteria below

Quality criterion - Name: TQQ Quality / Weighting: 40

Price - Weighting: 60

#### **II.2.6. Estimated value**

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

Start: 01/04/2020 End: 31/03/2021

This contract is subject to renewal: yes

Description of renewals:

The initial contract period will be 1.4.2020 to 31.3.2021, with options to extend the contract solely at the employer's discretion on an annual basis thereafter to 31.3.2025.

#### **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**

Refer 'Instructions to contractors and project criteria' at pages 5-11 of the specification of works.

### **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:

Minimum selection criteria

Your company must be [or agree to do so] Construction Line Registered or UKAS accredited for compliance in accordance with ISO 9001&14001 or BS OHSAS 18001or45001 or have successfully met the assessment requirements of a construction-related scheme with registered membership of Safety Schemes in Procurement (SSIP);

Provide evidence of your company equal opportunities policy;

Agreement to additional financial credit checks including an assessment of your annual turnover and profit over the last 3 financial years, supplemented by enquiries through credit reference agencies [Dunn and Bradstreet];

An annual turnover more than 170 000,00 GBP, and annual net profit greater than zero in each of the past 3 years;

The minimum insurance requirements, relevant to this contract, which the candidate holds [and /or confirms will be placed prior to date of contract where applicable] are 5 000 000 GBP cover for public liability; and 10 000 000 GBP cover for employer's liability.

It is the employer's preference that cleaning works are not sub-contracted unless effective [direct or collateral] contractual arrangements are made prior to entering into this contract.

Contractors must include evidence of experience, directly or by in-house team(s), of completion of as many similar cleaning contracts as practicable in the past 5 years. The threshold for experience is similar scope, quantity and value of works for a minimum of 2 completed term contracts.

The employer must be permitted to obtain references from any of the candidate's clients, whether listed under experience or not, to evidence the quality of service the candidate states has been previously provided to the employer and/or others.

Operation of a management database system which includes: electronic communication; electronic documentation and certification issue; financial/payment applications in an agreed format to facilitate component accounting; record photographs; reports on no-access, progress /completion; measurement/reporting of KPIs; and providing bespoke reports in .csv format as agreed with the Employer.

Operation of a quality management system to ensure there is a single, clearly identified local point of contact/quality controller and that quality is managed effectively.

### **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

## **III.2. Conditions related to the contract**

### **III.2.2. Contract performance conditions**

Refer 'Instructions to Contractors and Project Criteria' at pages 5-11 of the Specification of Works.

## **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: 09/03/2020 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

Duration in months: 3 (from the date stated for receipt of tender)

#### IV.2.7. Conditions for opening of tenders

Date: 09/03/2020 Local time: 14:00

Place:

Drumchapel HC, 4 Kinclaven Avenue, Glasgow G15 7SP.

Information about authorised persons and opening procedure: Staff and committee/board members in accordance with HA procedures.

## 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

Refer 'Instructions to Contractors and Project Criteria' at pages 5-11 of the Specification of Works

Note: to register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Website at [https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=613442](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=613442)

The buyer has indicated that it will accept electronic responses to this notice via the postbox facility. A user guide is available at [https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/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.

Community benefits are included in this requirement. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

Refer to Schedule 7 in the Specification of Works

(SC Ref:613442)

### VI.4. Procedures for review

**VI.4.1. Review body**

Official name: Glasgow Sheriff Court

Postal address: 1 Carlton Place

Town: Glasgow

Postal code: G5 9TW

Country: United Kingdom

E-mail: [glasgow@scotcourts.gov.uk](mailto:glasgow@scotcourts.gov.uk)

Telephone: +44 1414298888

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

04/02/2020