

United Kingdom-Ilford: School cleaning services

OJ S 44/2017 03/03/2017

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Caterham High School

Postal address: Caterham Avenue

Town: Ilford

NUTS code: UKH33 Essex CC

Postal code: IG5 0QW

Country: United Kingdom

E-mail: pqq@litmuspartnership.co.uk

Telephone: +44 1276-673880

Internet address(es):

Main address: <http://www.ecaterham.net/>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: https://www.litmuspartnership.co.uk/project/caterham_high_school

Additional information can be obtained from the abovementioned address

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

Caterham High School ~ Tender for Cleaning Services.

II.1.2. Main CPV code

90919300 School cleaning services

II.1.3. Type of contract

Services

II.1.4. Short description

The successful Supplier will be required to provide cleaning services for Caterham High School, Ilford, IG5 0QW.

There are currently up to 1 200 students and 90 teaching and 90 non-teaching staff. The number of students for the forthcoming academic year will be confirmed in the last few weeks of the Summer term.

The teaching day begins at 8:30 hours and ends at 15:05 hours. The Client's premises are currently opened at approximately 6:00 hours, however this time and the closing time are negotiable with the caretaking staff. Any changes are to be made in consultation in advance with the contractor. In addition there are various clubs which function outside of these hours. The academic year is based on a calendar of 195 days. Five days are to be used for staff professional development which means that schools and colleges will be open to receive students for the legal minimum of 190 days.

II.1.5. Estimated total value

Value excluding VAT: 510 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.3. Place of performance

NUTS code: UKH33 Essex CC

Main site or place of performance: Caterham High School. Ilford. Essex. United Kingdom.

II.2.4. Description of the procurement

The contract value is in the region of 110 000 GBP per annum.

The contract shall commence on 1.8.2017 and shall continue until 31.3.2020. Adjustment of the budget on an annual basis shall be with mutual agreement.

The contract may be extended at the Governing Body's option for a further two periods of one year, with mutual agreement to the budget but otherwise on the same terms and conditions (excluding the right to further extend).

The Supplier shall provide all labour, goods and materials to provide the cleaning service.

Cleaning will take place between the following times OR as agreed with the Client:

Monday-Friday 6:00-8:00 hours (mornings).

Monday-Friday 15:30-18:30 hours (evenings).

The Client would wish to consider proposals only for cleaning to be carried out at the start and end of each day, working towards the whole premises being cleaned at the end of each day.

Access to premises outside of term time, to be arranged between the Contractor and the Client or their respective representatives at least 10 working days before term time ends.

Note: Adequate arrangements MUST be made by the Contractor to ensure access to discharge their responsibilities with the minimum of inconvenience to the client but ensuring that adequate time has been allowed to carry out ALL the specified tasks.

Adequate equipment and materials MUST be provided to ensure that all areas including corridors and communal areas are clean within the times stated.

Number of days on which cleaning is required: This comprises 190 days — Routine Cleaning; and 22 days — Holiday / periodic cleaning, the times and dates of cleaning programme to be agreed with the Client at least 10 working days before term time ends

Further information is provided in the SQ Document.

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: 510 000,00 GBP

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

Start: 01/08/2017 End: 31/03/2022

This contract is subject to renewal: no

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

Envisaged minimum number: 5 Maximum number: 10 Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

II.2.10. Information about variants

Variants will be accepted: yes

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.1.2. 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: 05/04/2017 Local time: 12:00

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

Date: 21/04/2017

IV.2.4. Languages in which tenders or requests to participate may be submitted

English

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

Interest in the selection process should be expressed via email only to pqq@litmuspartnership.co.uk clearly stating within this email which contract / notice you are referring to. Please also provide, as a minimum, a contact name, full company postal address and telephone number. The Selection Questionnaire and associated documents can be obtained at: https://www.litmuspartnership.co.uk/project/caterham_high_school

The closing date for receipt of the Selection Questionnaire is 5.4.2017 (12:00). Suppliers are required to ensure that documents are obtained and returned to The Litmus Partnership Limited, by email to pqq@litmuspartnership.co.uk by the above closing date and time.

Documents in respect of economic / financial standing (where indicated in the Selection Questionnaire) shall be returned to The Litmus Partnership Limited, by email to pqq@litmuspartnership.co.uk by the above closing date and time.

It will be the Supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this Contract Notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Caterham High School

Town: Ilford

Country: United Kingdom

VI.5. Date of dispatch of this notice

01/03/2017