

UK-Bishop Auckland: building-cleaning services

OJ S 67/2012 05/04/2012

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

---

**I.1. Name and addresses**

Official name: Bishop Auckland College

Postal address: Woodhouse Lane,

Town: Bishop Auckland

Postal code: DL14 6JZ

Country: United Kingdom

Contact person: Finance Department

For the attention of: Lynn Heighton

E-mail: [finance@bacoll.ac.uk](mailto:finance@bacoll.ac.uk)

Telephone: +44 1388443000

Fax: +44 1388443002

**Internet address(es):**

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

Address of the buyer profile: [http://www.mytenders.org/search/Search\\_AuthProfile.aspx?ID=AA8442](http://www.mytenders.org/search/Search_AuthProfile.aspx?ID=AA8442)

**Additional information can be obtained from:**

Official name: Bishop Auckland College

Postal address: Woodhouse Lane

Town: Bishop Auckland

Postal code: DL14 6JZ

Country: United Kingdom

Contact person: Estates & Facilities

For the attention of: Kara Ovington

E-mail: [finance@bacoll.ac.uk](mailto:finance@bacoll.ac.uk)

Telephone: +44 1388443000

Fax: +44 1388443002

Internet address: [www.bacoll.ac.uk](http://www.bacoll.ac.uk)

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Bishop Auckland College

Postal address: Woodhouse Lane

Town: Bishop Auckland

Postal code: DL14 6JZ

Country: United Kingdom

Contact person: Finance Department

For the attention of: Michael Davison

E-mail: [finance@bacoll.ac.uk](mailto:finance@bacoll.ac.uk)

Telephone: +44 1388443000

Fax: +44 1388443002

Internet address: [www.bacoll.ac.uk](http://www.bacoll.ac.uk)

**Tenders or requests to participate must be submitted:** Official name: Bishop Auckland College  
Postal address: Woodhouse Lane  
Town: Bishop Auckland  
Postal code: DL14 6JZ  
Country: United Kingdom  
Contact person: Finance Department  
For the attention of: Michael Davison  
E-mail: [finance@bacoll.ac.uk](mailto:finance@bacoll.ac.uk)  
Telephone: +44 1388443000  
Fax: +44 1388443002  
Internet address: [www.bacoll.ac.uk](http://www.bacoll.ac.uk)

**I.2. Type of the contracting authority**

Other: Further Education College

**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**

**II.1. Description**

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

Contract Cleaning 2012-2014.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 14: Building-cleaning services and property management services

Main site or place of performance: Main site & Nursery + 5 Satellite Sites (7 Buildings).

NUTS code UK United Kingdom

**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)**

Contract cleaning services for Bishop Auckland College and Nursery, plus 5 satellite sites - 7 buildings in total, split into lots.

Cleaning approximately 50 weeks per annum.

TUPE may apply.

All staff working in the College or associated sites must be enhanced CRB checked and cleared prior to contract start.

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

90911200 Building-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: 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**

Contract Cleaning Services - 7 Buildings, approximate combined square meterage 18 606. 50  
Weeks per annum.  
TUPE may apply.

**II.2.2. Information about options**

Options: no

**II.2.3. Information about renewals**

This contract is subject to renewal: no

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

Start 3.9.2012. Completion 29.8.2014

Information about lots

Lot No: 02

Lot title: Contract Cleaning Services - 12-14 - Aycliffe CLC

**1) Short description**

Contract cleaning services for Bishop Auckland College satellite Community Learning Centre,  
Aycliffe, County Durham.  
Approximate size 189 mtr sqr.

**2) CPV code(s)**

90911200 Building-cleaning services

**3) Quantity or scope**

Approximately 50 weeks per year.  
2 Days per week - approximately 2 hours per day.

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

Start 3.9.2012. Completion 29.8.2014

**5) Additional information about lots**

Lot No: 06

Lot title: Contract Cleaning Services - 12-14 - SEC, Adult Centre, Spennymoor

**1) Short description**

Contract cleaning services for Bishop Auckland College satellite Skills & Enterprise Centre,  
Spennymoor, County Durham.  
Approximate size 682 mtr sqr.

**2) CPV code(s)**

90911200 Building-cleaning services

**3) Quantity or scope**

Approximately 50 weeks per annum.  
5 days per week.

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

Start 3.9.2012. Completion 29.8.2014

**5) Additional information about lots**

Lot No: 07

Lot title: Contract Cleaning Services - 12-14 - Digital Factory, Newton Aycliffe

**1) Short description**

Contract cleaning services for Bishop Auckland College satellite Digital Factory site, Aycliffe, County Durham.

Approximate size 818 mtr sqr.

**2) CPV code(s)**

90911200 Building-cleaning services

**3) Quantity or scope**

Approximately 50 weeks per annum.

5 days per week, 2,5 hours per day.

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

Start 3.9.2012. Completion 29.8.2014

**5) Additional information about lots**

Lot No: 05

Lot title: Contract Cleaning Services - 12-14 - SEC, Main Build, Spennymoor

**1) Short description**

Contract cleaning services for Bishop Auckland College satellite Skills & Enterprise Centre, Spennymoor, County Durham.

Approximate size 2 798 mtr sqr.

**2) CPV code(s)**

90911200 Building-cleaning services

**3) Quantity or scope**

Approximately 50 weeks per annum.

5 days per week, approximate 6 hours cleaning daily.

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

Start 3.9.2012. Completion 29.8.2014

**5) Additional information about lots**

Lot No: 03

Lot title: Contract Cleaning Services - 12-14 - Main Site

**1) Short description**

Contract cleaning services for Bishop Auckland College main site Bishop Auckland, County Durham.

Approximate size 13 463 mtr sqr.

**2) CPV code(s)**

90911200 Building-cleaning services

**3)**

**Quantity or scope**

Approximately 50 weeks per annum.

5 days per week, approximate cleaning times 6:30-8:45 and 15:30-19:30.

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

Start 3.9.2012. Completion 29.8.2014

**5) Additional information about lots**

Lot No: 04

Lot title: Contract Cleaning Services - 12-14 - Nursery

**1) Short description**

Contract cleaning services for Bishop Auckland College Nursery, Bishop Auckland, County Durham.

Approximate size 656 mtr sqr.

**2) CPV code(s)**

90911200 Building-cleaning services

**3) Quantity or scope**

Approximately 50 weeks per annum.

5 days per week, approximate cleaning times 6:30-8:45 and 15:30-19:30.

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

Start 3.9.2012. Completion 29.8.2014

**5) Additional information about lots**

Lot No: 01

Lot title: Contract Cleaning Services - 12-14 - Crook CLC

**1) Short description**

Contract cleaning services for Bishop Auckland College satellite Community Learning Centre based at Crook, County Durham.

Approximate size -TBC.

**2) CPV code(s)**

90911200 Building-cleaning services

**3) Quantity or scope**

Friday - 1 day per week.

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

Start 3.9.2012. Completion 29.8.2014

**5) Additional information about lots**

Lot No: 08

Lot title: Contract Cleaning Services - 12-14 - Full Service, All sites

**1) Short description**

Contract cleaning services for Bishop Auckland College main site & Nursery and all satellite sites.

Approximate combined size 18 606 mtr sqr.

**2) CPV code(s)**

90911200 Building-cleaning services

**3) Quantity or scope**

Approximately 50 weeks per annum.  
Varied number of days and hours per week.

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

Start 3.9.2012. Completion 29.8.2014

**5) Additional information about lots**

**Section III: Legal, economic, financial and technical information**

---

**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

None.

**III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

Monthly invoicing - 30 days terms.

**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**

The performance of the contract is subject to particular conditions: no

**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: (1) All candidates will be required to produce a certificate or declaration demonstrating that they are not bankrupt or the subject of an administration order, are not being wound-up, have not granted a trust deed, are not the subject of a petition presented for sequestration of their estate, have not had a receiver, manager or administrator appointed and are not otherwise apparently insolvent.

(2) All candidates will be required to produce a certificate or declaration demonstrating that the candidate, their directors, or any other person who has powers of representation, decision or control of the candidate has not been convicted of conspiracy, corruption, bribery, or money laundering. Failure to provide such a declaration will result in the candidate being declared ineligible and they will not be selected to participate in this procurement process.

(3) All candidates will be required to produce a certificate or declaration demonstrating that they have not been convicted of a criminal offence relating to the conduct of their business or profession.

(4) All candidates will be required to produce a certificate or declaration demonstrating that they have not committed an act of grave misconduct in the course of their business or profession.

(5) All candidates must comply with the requirements of the State in which they are established, regarding registration on the professional or trade register.

(6) Any candidate found to be guilty of serious misrepresentation in providing any information required, may be declared ineligible and not selected to continue with this procurement process.

(7) All candidates will have to demonstrate that they are licensed, or a member of the relevant organisation, in the State where they are established, when the law of that State prohibits the

provision of the services, described in this notice, by a person who is not so licensed or who is not a member of the relevant organisation.

(8) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or of the relevant State in which the candidate is established.

(9) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of taxes under the law of any part of the United Kingdom or of the relevant State in which the economic operator is established.

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

List and brief description of conditions: (1) All candidates will be required to provide a reference from their bank.

(2) All candidates will be required to provide evidence of relevant professional risk indemnity insurance.

(3) All candidates will be required to provide a statement, covering the 3 previous financial years including the overall turnover of the candidate and the turnover in respect of the activities which are of a similar type to the subject matter of this notice.

(4) All candidates will be required to provide statements of accounts or extracts from those accounts relating to their business.

Cleared / Enhanced CRB to be provided for all staff on commencement of the contract.

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

List and brief description of conditions:

(1) A statement of the candidate's average annual number of staff and managerial staff over the previous 3 years.

(2) Details of the educational and professional qualifications of their managerial staff; and those of the person(s) who would be responsible for providing the services or carrying out the work or works under the contract.

(3) All candidates will be required to provide certification drawn up by an independent body attesting the compliance of the economic operator with quality assurance standards based on the relevant European standards.

(4) Samples, descriptions and/or photographs, the authenticity of which must be certified if the contracting authority so requests.

(5) A check may be carried out by the contracting authority or by a competent official body of the State in which the candidate is established, to verify the technical capacity of the candidate; and if relevant, on the candidates study and research facilities and quality control measures.

(6) A statement of the candidate's technical facilities; measures for ensuring quality; and their study and research facilities.

(7) A statement of the technicians or technical services available to the candidate to carry out the work under the contract; or be involved in the production of goods or the provision of services under the contract; particularly those responsible for quality control, whether or not they are independent of the candidate.

(8) A statement of the tools, plant or technical equipment available to the service provider or contractor for carrying out the contract.

(9) A list of works carried out over the past 5 years, detailing the value of the consideration received; when and where the work or works were carried out; and whether they were carried out according to the rules of the trade or profession and properly completed.

### **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**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

## **Section IV: Procedure**

---

### **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 number of candidates: 5

#### **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 Criteria below

1. Value for money
2. Reputation
3. Flexibility of service
4. Experience of contract cleaning
5. Willingness to work with the college on marketing opportunities
6. Experience of staff
7. Experience of working within educational environment or simliar

#### **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**

BAC/KO/MD/CC/12-14

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

#### **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: 14.5.2012

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

16.5.2012 - 12:00

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

17.5.2012

#### **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**

---

**VI.1. Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 24 Months from date of this notice

**VI.2. Information about European Union funds**

**VI.3. Additional information**

There is no pre qualification questionnaire.

This notice is inviting expressions of interest to be selected to tender. To express an interest companies must send brief information of:

- relevant educational experience,
- insurance details,
- 3 years accounts, in brief.

This information can be e-mail to [finance@bacoll.ac.uk](mailto:finance@bacoll.ac.uk) or posted by the deadline date outlined in this notice, 16.5.2012 12 noon.

TUPE may apply.

(MT Ref:87718).

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Stewart Ruddock - Bishop Auckland College

Postal address: Woodhouse Lane

Town: Bishop Auckland

Postal code: DL14 6JZ

Country: United Kingdom

E-mail: [stewart.ruddock@bacoll.ac.uk](mailto:stewart.ruddock@bacoll.ac.uk)

Telephone: +44 1388443000

Fax: +44 1388443002

Internet address: [www.bacoll.ac.uk](http://www.bacoll.ac.uk)

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: Within 10 day stand still period after contract award.

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

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

2.4.2012