

United Kingdom-Slough: School cleaning services

OJ S 65/2014 02/04/2014

Contract notice

Services

Directive 2004/18/EC**Section I: Contracting authority**

I.1. Name and addresses

Official name: St Joseph's Catholic High School

Postal address: Shaggy Calf Lane, Slough, Berkshire

Town: Slough

Postal code: SL2 5HW

Country: United Kingdom

Contact person: Educate Services

For the attention of: James Leyden

E-mail: jamesleyden@educateservices.co.uk**Internet address(es):**General address of the contracting authority: <http://www.st-josephs.slough.sch.uk/>Address of the buyer profile: <https://www.proactisplaza.com/supplierportal/>**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

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**

St Joseph's Long Term Cleaning Contract.

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

Services

Main site or place of performance: Shaggy Calf Lane, Slough, Berkshire, SL2 5HW.

NUTS code UKJ11 Berkshire

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)

This tender can only be accessed online at <https://www.proactisplaza.com/SupplierPortal/Default.aspx> please do not contact <School name> to request tender documentation. Log on to <https://www.proactisplaza.com/SupplierPortal/Default.aspx/> to access the tender.

St Joseph's is a Roman Catholic High School located in Slough that provides education for pupils ages between 11-18.

The School received a rating of 'required improvement' in their last Ofsted inspection and are endeavouring to improve school life across the board – they believe that a clean, hygienic school will provide the right environment to make the improvements that will help them achieve their goals of being an outstanding school.

The school mission statement is:

'St. Joseph's High School endeavours to be a centre of excellence which serves the needs of all its pupils and staff and where the teachings and values of Jesus are reflected in its structures and policies.'

The contract is for an initial 3 years running from 28.10.2014 - 28.10.2017 with the potential for two annual one year extensions to be decided upon by the school. To confirm the contract will be for an initial three years with the potential of two annual extensions. The total maximum duration of the contract will be 5 years.

The contract will comprise of 195 days of standard full daily cleans with periodic deep cleans to be completed during term time.

II.1.6. CPV code(s)

90919300 School 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: no

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 tender is for a contract with a single service provider and is for an initial 3 year fixed periods, with 2 annual options to extend by a further 12 months each, up to a maximum total contract duration of 5 years. The estimated contract values are based on the 5 year period.

Estimated value excluding VAT:

Range: between GBP 279,500 and GBP 290,250.

Estimated value excluding VAT:

Range: between 279 500 and 290 250 GBP

II.2.2. Information about options

Options: yes

Description of options: The College will require a unilateral option to extend an initial contract term of 3 years by up to a further 2 years.

Provisional timetable for recourse to these options:

in months: 36 (from the award of the contract)

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Duration in months: 36 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

The School's particular requirements will be set out in the Invitation to Tender documentation and may include, inter alia, performance bond(s) and/or parent-company guarantee(s) and/or other forms of security.

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

To be determined. Further details will be set out in the Invitation to Tender documentation.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

The School's particular requirements are to be determined but where a consortium or other grouping of suppliers submits a bid, such consortia or grouping must nominate a lead organisation to deal with the Contracting Authority on all matters relating to the Contract. All consortium members or grouping will be required to be jointly and severally liable in respect of the obligations and liabilities relating to the Contract.

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: Candidates will be assessed in accordance with Part 4 of the Public Contracts Regulations 2006, as amended, (implementing Title II, Chapter VII Section 2 of Directive 2004/18/EC) on the basis of information provided in response to a Pre Qualification Questionnaire (PQQ) copies of which are available on [insert details of website] or on request from the College (see I.1). Completed PQQs must be returned to the College at the address in Section I.1 before the deadline specified in Section IV.3.4" (This text will need to be adapted to the particular circumstances of an individual procurement).

III.2.2. Economic and financial ability

List and brief description of conditions: See PQQ.

Minimum level(s) of standards possibly required: Minimum insurance cover of GBP 10 million public liability insurance and GBP 5 million employers liability insurance are required.

The school will also require a Dun & Bradstreet Report for your organisation dated within the last 3 months. The Schools reserve the right to independently verify this information by undertaking its own searches. Also please submit copies of your last three years of audited accounts – these should include:

Balance Sheet;

Profit and Loss Account;

Cash flow statement;

Full notes to the accounts; and
Director and Auditor Reports.

III.2.3. Technical and professional ability

List and brief description of conditions:
See PQQ documentation.

Minimum level(s) of standards possibly required:

See Pre-Qualification Questionnaire documents. Failure to achieve a pass in any of the minimum standards will result in your exclusion from any further part in this process. You can provide further detail on the minimum technical capacity standards if there are any.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

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: no

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 minimum number 5: and Maximum number 8

Objective criteria for choosing the limited number of candidates: Envisaged minimum number 5: and maximum number 8 Objective criteria for choosing the limited number of candidates: The Trust intends to invite between 5 to 8 candidates to tender on the basis of the ranking of candidates at the qualification / PQQ evaluation stage. See Pre Qualification Questionnaire for further information.

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

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

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

7.4.2014 - 13:00

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

2.6.2014

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

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

This contract will be for an initial 3 year period running from 28.10.2014 to 28.10.2017 with the potential for an additional two annual extension. The total potential length of the contract is 5 years.

You can register your interest and access the documentation via <https://www.proactisplaza.com/supplierportal/>

Please do not contact St Joseph's Catholic High School to request tender documentation.

Log on to <https://www.proactisplaza.com/SupplierPortal/Default.aspx> to access the tender directly.

The College expressly reserves the rights:

i) Not to award any contract as a result of this procurement process commenced by publication of this notice.

ii) To make whatever changes it may see fit to the content and structure of the tendering competition.

iii) To award (a) contract(s) in respect of any part(s) of the [services] covered by this notice; and

iv) To award contract(s) in stages.

And in no circumstances will the College be liable for any costs incurred by candidates.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: The authority will incorporate a minimum 10 calendar day standstill period at the point that information on the award of the contract is communicated to tenderers. If an appeal regarding the award of contract has not

been successfully resolved then the Public Contracts Regulations 2006 provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court. Any such action must be brought promptly (generally within 30 days).

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

VI.5. Date of dispatch of this notice

28.3.2014