

UK-Belfast: Window-cleaning services

OJ S 69/2013 09/04/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: ACCORD Procurement Group

Postal address: Fold Housing Association, Fold House, 3 Redburn Square

Town: Belfast

Postal code: BT18 9HZ

Country: United Kingdom

Contact person: GM Design Associates Limited

For the attention of: Derek Logue

E-mail: ampg-wcsc@g-m-design.co.uk

Telephone: +44 2870356138

Fax: +44 2870342699

Additional information can be obtained from:

Official name: GM Design Associates Limited

Postal address: 22/24 Lodge Road

Town: Coleraine

Postal code: BT52 1NB

Country: United Kingdom

Contact person: GM Design Associates Limited

For the attention of: Derek Logue

E-mail: ampg-wcsc@g-m-design.co.uk

Telephone: +44 2870356138

Fax: +44 2870342699

Internet address: <http://www.g-m-design.co.uk>

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

Official name: GM Design Associates Limited

Postal address: 22/24 Lodge Road

Town: Coleraine

Postal code: BT52 1NB

Country: United Kingdom

Contact person: GM Design Associates Limited

For the attention of: Derek Logue

E-mail: ampg-wcsc@g-m-design.co.uk

Telephone: +44 2870356138

Fax: +44 2870342699

Internet address: <http://www.g-m-design.co.uk>

Tenders or requests to participate must be submitted: Official name: GM Design Associates Limited

Postal address: 22/24 Lodge Road

Town: Coleraine

Postal code: BT52 1NB
Country: United Kingdom
Contact person: GM Design Associates Limited
For the attention of: Derek Logue
E-mail: ampg-wcsc@g-m-design.co.uk
Telephone: +44 2870356138
Fax: +44 2870342699
Internet address: <http://www.g-m-design.co.uk>

I.2. Type of the contracting authority

Body governed by public law

I.3. Main activity

Housing and community amenities

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

Appointment of a contractor to provide a Window Cleaning Service.

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: Northern Ireland.

NUTS code UKN0 Northern Ireland

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)

ACCORD Procurement Group wish to jointly procure Window Cleaning Contractors for the services described below as part of a consortium of Housing Associations including:

Alpha Housing (Northern Ireland) Ltd; 6 Edgewater Road, Belfast, BT3 9JQ

Fold Housing Association; Fold House 3 Redburn Square, Holywood BT18 9HZ

Gosford Housing Association; 1 Barrack Hill, Armagh City BT60 1BL

Habinteg Housing Association (Ulster) Ltd; 22 Hibernia Street, Holywood BT18 9JE

Triangle Housing Association; 60 Eastermeade Gardens, Ballymoney BT53 6BD

Economic operators should also note that during the contract period other Department for Social Development

Registered Housing Associations in Northern Ireland may join ACCORD Procurement Group by acceding to the contract and require

services to be provided to them under the contract awarded as part of this competition. For a list of all

Registered Housing Associations that may potentially seek to use this contract economic operators should refer

to the Department for Social Development website www.dsdni.gov.uk

ACCORD Procurement Group wish to appoint an experienced and competent Window Cleaning Contractor to carry out essential regular cleaning to the Glazing and Frames of the windows and doors to the Housing Associations' properties in Northern Ireland. The Window Cleaning Contractor will establish a programme of window cleaning at specific intervals for each Housing Association's properties and provide a management system to the individual Housing Associations for the purpose of storing and viewing a record of same.

The form of the Service Contract will be NEC3 Term Service Short Contract and will be for a maximum of 4 years.

II.1.6. CPV code(s)

90911300 Window-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

Each Lot - Term Service Short Contract will be a maximum of 4 years. It is proposed that the contracts will include an option for a contractual break at the end of year 3. Progression to the subsequent year will be subject to meeting the performance requirements as detailed within the tender documents.

The 3 Lots will be as follows:

Lot 1. South Region comprising County Down and southern parts of Belfast, postcodes as BT2, 4, 5, 6, 7, 8, 9, 10, 16, 18, 19, 20, 21, 22, 23, 24, 25, 26, 30, 32, 33, 34, 35, 63, 66, 67. The total value of the service for this Lot is anticipated to be approximately 85,000 GBP per annum, but it is recognised this could change and therefore Accord Procurement Group are not in a position to guarantee the value of the service that may be awarded.

Lot 2. North Region comprising County Antrim and northern parts of Belfast, postcodes as BT11, 12, 13, 14, 15, 17, 27, 28, 29, 36, 37, 38, 39, 40, 41, 42, 43, 44, 53, 54, 56, 57. The total value of the service for this Lot is anticipated to be approximately 85,000 GBP per annum, but it is recognised this could change and therefore Accord Procurement Group are not in a position to guarantee the value of the service that may be awarded.

Lot 3. West Region comprising County Londonderry, Tyrone, Fermanagh and Armagh, postcodes as BT45, 46, 47, 48, 49, 51, 52, 55, 60, 61, 62, 71, 74, 75, 78, 80, 81, 82, 92, 94. The total value of the service for this Lot is anticipated to be approximately 55,000 GBP per annum, but it is recognised this could change and therefore Accord Procurement Group are not in a position to guarantee the value of the service that may be awarded.

Economic operators interested in any of the above contract Lot(s) should complete and submit the appropriate Tender submission for each lot that they wish to be considered for, (for avoidance of doubt economic operators applying for more than one lot will be required to submit a separate Tender for each lot).

Estimated value excluding VAT: 900 000,00 GBP

II.2.2. Information about options

Options: yes

Description of options: Each Lot - will be an NEC3 Term Service Short Contract and will be for a maximum of 4 years. It is proposed that the contracts will include an option for a contractual break at the end of year 3. Progression to the subsequent year will be subject to meeting the performance requirements as detailed within the tender documents.

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: 48 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Appointment of a contractor to provide a Window Cleaning Service to South Region, South Belfast & Co Down

1) Short description

ACCORD Procurement Group wish to appoint an experienced and competent Window Cleaning Contractor to carry out essential regular cleaning to the Glazing and Frames of the windows and doors to the Housing Associations' properties in South Belfast & Co Down. The Window Cleaning Contractor will establish a programme of window cleaning at specific intervals for each Housing Association's properties and provide a management system to the individual Housing Associations for the purpose of storing and viewing a record of same. The Service Contract will be for a maximum of 4 years, with a break point at the end of Year 3.

2) CPV code(s)

90911300 Window-cleaning services

3) Quantity or scope

Details will be provided in the Invitation to Tender documentation.

Estimated value excluding VAT: 340 000,00 GBP

4) Indication about different time frame or duration

Duration in days: 48 (from the award of the contract)

5) Additional information about lots

Lot 1. South Region comprising County Down and southern parts of Belfast, postcodes as BT2, 4, 5, 6, 7, 8, 9, 10, 16, 18, 19, 20, 21, 22, 23, 24, 25, 26, 30, 32, 33, 34, 35, 63, 66, 67. There are approximately 86 sites within this region across the member associations and this may be increased during the contract period by individual Housing Associations. There is also a possibility that during the contract period other Department for Social Development Registered Housing Associations in Northern Ireland may join ACCORD Procurement Group by acceding to the contract and require works to be provided to them under the contract awarded as part of this competition. For a list of all Registered Housing Associations that may potentially seek to use this contract economic operators should refer to the Department for Social Development website www.dsdni.gov.uk.

The value of the service is anticipated to be 85,000 GBP per annum, but it is recognised this could change and therefore ACCORD Procurement Group are not in a position to guarantee the value of the services that may be awarded.

Lot No: 2

Lot title: Appointment of a contractor to provide a Window Cleaning Service to North Region, North Belfast & Co Antrim

1) Short description

ACCORD Procurement Group wish to appoint an experienced and competent Window Cleaning Contractor to carry out essential regular cleaning to the Glazing and Frames of the windows and doors to the Housing Associations' properties in North Belfast & Co Antrim. The Window Cleaning Contractor will establish a programme of window cleaning at specific intervals for each Housing Association's properties and provide a management system to the individual Housing Associations for the purpose of storing and viewing a record of same. The Service Contract will be for a maximum of 4 years, with a break point at the end of Year 3.

2) CPV code(s)

90911300 Window-cleaning services

3) Quantity or scope

Details will be provided in the Invitation to Tender documentation.
Estimated value excluding VAT: 340 000,00 GBP

4) Indication about different time frame or duration

Duration in days: 48 (from the award of the contract)

5) Additional information about lots

Lot 2. North Region comprising County Antrim and northern parts of Belfast, postcodes as BT11, 12, 13, 14, 15, 17, 27, 28, 29, 36, 37, 38, 39, 40, 41, 42, 43, 44, 53, 54, 56, 57.

There are approximately 77 sites within this region across the member associations and this may be increased during the contract period by individual Housing Associations. There is also a possibility that during the contract period other Department for Social Development Registered Housing Associations in Northern Ireland may join ACCORD Procurement Group by acceding to the contract and require services to be provided to them under the contract awarded as part of this competition. For a list of all Registered Housing Associations that may potentially seek to use this contract economic operators should refer to the Department for Social Development website www.dsdni.gov.uk.

The value of the service is anticipated to be 85,000 GBP per annum, but it is recognised this could change and therefore ACCORD Procurement Group are not in a position to guarantee the value of the services that may be awarded.

Lot No: 3

Lot title: Appointment of a contractor to provide a Window Cleaning Service to West Region, Counties Derry, Tyrone, Fermanagh and Armagh

1) Short description

ACCORD Procurement Group wish to appoint an experienced and competent Window Cleaning Contractor to carry out essential regular cleaning to the Glazing and Frames of the windows and doors to the Housing Associations' properties in Counties Derry, Tyrone, Fermanagh & Armagh. The Window Cleaning Contractor will establish a programme of window cleaning at specific intervals for each Housing Association's properties and provide a management system to the individual Housing Associations for the purpose of storing and viewing a record of same.

The Service Contract will be for a maximum of 4 years, with a break point at the end of Year 3.

2) CPV code(s)

90911300 Window-cleaning services

3) Quantity or scope

Details will be provided in the Invitation to Tender documentation.

Estimated value excluding VAT: 220 000,00 EUR

4) Indication about different time frame or duration

Duration in months: 48 (from the award of the contract)

5) Additional information about lots

Lot 3. West Region comprising County Londonderry, Tyrone, Fermanagh and Armagh, postcodes as BT45, 46, 47, 48, 49, 51, 52, 55, 60, 61, 62, 71, 74, 75, 78, 80, 81, 82, 92, 94. There are approximately 46 sites within this region across the member associations and this may be increased during the contract period by individual Housing Associations. There is also a possibility that during the contract period other Department for Social Development Registered Housing Associations in Northern Ireland may join ACCORD Procurement Group by acceding to the contract and require works to be provided to them under the contract awarded as part of this competition. For a list of all Registered Housing Associations that may potentially seek to use this contract economic operators should refer to the Department for Social Development website www.dsdni.gov.uk.

The value of the service is anticipated to be 55,000 GBP per annum, but it is recognised this could change and therefore ACCORD Procurement Group are not in a position to guarantee the value of the services that may be awarded.

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Accord Procurement Group reserve the right to require bonds, deposits, guarantees or other forms of undertaking to secure proper contractual performance.

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

The main terms will be detailed in the amended conditions of the form of contract which will be provided to all economic operators who request tender documents.

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

Subject to the status and involvement of parties, Accord Procurement Group may require parties to commit to joint or several liability in respect of the contract. No special legal form is required, but one member of a consortium may be required to accept responsibility for the other member(s) and a consortium may be required to form a legal entity with appropriate parent company guarantees as a condition of award of contract.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Accord Procurement Group may require Parent Company guarantees and/or Performance Bonds as applicable to be entered into.

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: Conditions for participation in the competition is set out in detail in the Invitation to Tender documents. The economic operator and/or members of the consortium must meet the requirements set out in Regulation 23 of the Public Contracts Regulations 2006. The applicable Invitation to Tender documents are available on request from the email address listed in Annex A.I of this notice. The tender documents must be completed and returned to the postal address listed in Annex A.I by the deadline listed in point IV 3.4 of this notice.

III.2.2. Economic and financial ability

List and brief description of conditions: Evidence must be provided to demonstrate that the Economic Operator and/or members of the consortium have the financial and economic standing required for the contract, under Regulation 24 of the Public Contracts Regulations 2006.

Minimum level(s) of standards possibly required: Comply with the requirements of the appropriate section in the Invitation to Tender documents. The applicable Invitation to Tender documents are available on request from the email address listed in Annex A.I of this notice.

III.2.3. Technical and professional ability

List and brief description of conditions:

Economic Operators and/or members of the consortium are required to complete the appropriate section in the applicable Invitation to Tender documents, as to their technical capacity in accordance with the provisions of EC Directive 2004/18/EC and in accordance with Regulation 25 of the Public Contracts Regulations 2006. The applicable Invitation to Tender documents are available on request from the email address listed in Annex A.I of this notice.

Minimum level(s) of standards possibly required:

In particular and without prejudice, to the generality of the foregoing, the economic operator and/or members of the consortium is required to comply with the requirements of the applicable Invitation to Tender documents.

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

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

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

AMPG WCSC 2013

IV.3.2. Previous publication concerning this procedure

Prior information notice

Notice number in the OJ S: [2012/S 248-410747](#) of 27.12.2012

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: 8.5.2013 - 12:00

Payable documents: no

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

15.5.2013 - 12:00

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

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

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

All Invitation to Tender documentation (separate Invitation to Tender documentation is required for each Lot) can be obtained by sending an e-mail requesting the documentation for whichever Lots are required to ampg-wcsc@g-m-design.co.uk A primary contact name and e-mail address for the economic operator must be included in this request.

The cost of submitting your tender documentation and participation in the project will be borne solely by each economic operator participating. Economic Operators should note that Accord Procurement Group reserves the right to cancel this procurement process at any stage without reason or cost reimbursement. Any expenditure, work or effort undertaken prior to the contract award is at the sole risk of the economic operator participating in this procurement process. Accord Procurement Group reserve the right to extend any such date. Economic Operators should also note that during the contract period other Department for Social Development Registered Housing Associations in Northern Ireland may join Accord Procurement Group by acceding to the contract (and thus increase the

overall housing stock) and require services to be provided to them under the contracts awarded as part of this competition. For a list of all Registered Housing Associations that may potentially seek to use these contracts, economic operators should refer to the Department for Social Development website www.dsdni.gov.uk

VI.4. Procedures for review

VI.4.1. Review body

Official name: The High Court, Royal Courts of Justice

Postal address: Chichester Street

Town: Belfast

Postal code: BT1 3JF

Country: United Kingdom

Telephone: +44 2890235111

Fax: +44 2890313508

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Appeals must be lodged in accordance with the "Public Contract Regulations 2006 as amended".

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

Official name: The High Court, Royal Courts of Justice

Postal address: Chichester Street

Town: Belfast

Postal code: BT1 3JF

Country: United Kingdom

Telephone: +44 2890235111

Fax: +44 2890313508

VI.5. Date of dispatch of this notice

5.4.2013