

United Kingdom-Preston: Cleaning services
OJ S 67/2014 04/04/2014
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Myerscough College
Postal address: Bisborrow
Town: Preston
Postal code: PR3 0RY
Country: United Kingdom
Contact person: Finance and Funding
For the attention of: Allan Williams
E-mail: awilliams@myerscough.ac.uk
Telephone: +44 1995642295
Fax: +44 1995642306

Internet address(es):

General address of the contracting authority: <http://www.myerscough.ac.uk>
Address of the buyer profile: http://www.mytenders.org/search/Search_AuthProfile.aspx?ID=AA29788
Electronic access to information: <https://in-tendhost.co.uk/fe>

Additional information can be obtained from:

Official name: Myerscough College
Postal address: Bisborrow
Town: Preston
Postal code: PR3 0RY
Country: United Kingdom
Contact person: Residential Services
For the attention of: Tracey Butler
E-mail: tbutler@myerscough.ac.uk
Telephone: +44 1995642295
Fax: +44 1995642306
Internet address: <http://www.myerscough.ac.uk>

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

Official name: Myerscough College
Postal address: Bisborrow
Town: Preston
Postal code: PR3 0RY
Country: United Kingdom
Telephone: +44 1995642295
Fax: +44 1995642306
Internet address: <http://www.myerscough.ac.uk>

Tenders or requests to participate must be submitted: Official name: Myerscough College
Postal address: Bisborrow

Town: Preston
Postal code: PR3 0RY
Country: United Kingdom
Telephone: +44 1995642295
Fax: +44 1995642306
Internet address: <https://in-tendhost.co.uk/fe>

I.2. Type of the contracting authority

Other: 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

The provision of Cleaning Services.

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: Preston.

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)

The College is inviting suppliers to provide a cleaning services contract at its Preston Centre in Lancashire.

Note: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at http://www.myTenders.org/Search/Search_Switch.aspx?ID=113019.

II.1.6. CPV code(s)

90910000 Cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90919000 Office, school and office equipment cleaning services, 90919200 Office cleaning services, 90919300 School cleaning services, 98514000 Domestic services, 90900000 Cleaning and sanitation services, 90919100 Cleaning services of office equipment, 79622000 Supply services of domestic help personnel

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: yes

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Estimated value excluding VAT:

Range: between 300 000 and 3 500 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Up to a maximum of 5 years.

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 5

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

Duration in months: 60 (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

Deposits and guarantees may be required.

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

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

Legal form may be taken.

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.

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.

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 from an independent body attesting conformity to environmental management standards in accordance with the Community Eco-Management and Audit Scheme (EMAS); or the European standard BS EN ISO 14001.

(4) 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.

(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) An indication of the proportion of the contract which the services provider intends possibly to subcontract.

(8) 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.

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

(10) 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 minimum number 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 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

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: 30.4.2014

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

6.5.2014 - 10:00

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

9.6.2014

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

VI.2. Information about European Union funds

VI.3. Additional information

Suppliers are invited to tender for the provision of cleaning services for Myerscough College in Bilsborrow near Preston in Lancashire.

Myerscough is a land based Further and Higher Education rural college.

The campus has 550 bedrooms, within 26 Halls of residence and 21 other buildings that all require a cleaning service. The college is set in a 600 acre rural site and is open for 365 days a year and will require a regular cleaning service during weekdays. The College also hosts numerous external residential and non-residential functions/conferences during both term time (September-June) and non-term time at Easter and summer holiday periods. Additional cleaning may be required in some areas as many events are held at the weekend or on bank holidays. This service is currently provided by in-house staff team comprising of 37 housekeepers including 4 full time (37,5 hours week) and 33 part time who work a maximum of 30 hours a week.

Along with most public sector bodies, Myerscough College has implemented an electronic 'Supplier Portal (called inTend)' The Portal enables all suppliers to register their capability on to a single regional web-site where they are asked to register 'once only'. To register on inTend and the use of the portal is free.

Please click on the link below to register: <https://in-tendhost.co.uk/fe>.

You must then search for this opportunity and register your interest on inTend. Download /upload the Pre-Qualification Questionnaire (PQQ) from InTend.

Please note: Documentation will not be sent in any other way.

Completed PQQ's MUST be returned via intend no later than 10:00 am on the 6.5.2014.

The answers given in the PQQ, and subsequent references will form the basis of the information required for short listing.

Tenders will be issued to the successful short listed suppliers at the beginning of June 2014.

You can also post questions on inTend regarding this tender and responses will be notified on inTend only.

(MT Ref:113019)

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

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

VI.5. Date of dispatch of this notice

1.4.2014