

United Kingdom-Tunbridge Wells: Cleaning services

OJ S 68/2014 05/04/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Town and Country Housing Group

Postal address: Monson House, Monson Way

Town: Tunbridge Wells

Postal code: TN1 1LQ

Country: United Kingdom

For the attention of: Steffanie Dagg

Telephone: +44 8458645100

Fax: +44 8458645261

Internet address(es):General address of the contracting authority: <http://www.cel.co.uk>Address of the buyer profile: http://www.mytenders.org/search/Search_AuthProfile.aspx?ID=AA25767Electronic access to information: www.mytenders.orgElectronic submission of tenders and requests to participate: www.mytenders.org**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

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**

The Provision of Estate Cleaning, Grounds Maintenance and other Estate 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: Kent and parts of Sussex, Surrey and South London.

NUTS code UKJ South East (England)

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 contract will include cleaning of both internal and external communal areas, communal window cleaning, caretaking services. Grounds maintenance such as grass cutting and tree maintenance services across 5 lots.

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=115599.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at http://www.myTenders.org/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

II.1.6. CPV code(s)

90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services, 90918000 Bin-cleaning services, 77314000 Grounds maintenance services, 98341140 Caretaker services, 90611000 Street-cleaning services, 90690000 Graffiti removal services, 90500000 Refuse and waste related 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

Cleaning, Caretaking and Grounds Maintenance Services across Kent which will be split into 5 Lots based around geographic areas and services.

Meet the Buyer: As part of The Contracting Authority attempts to make this procurement exercise open, transparent and appealing to all organisations the Contracting Authority are holding a "Meet the Buyer" event. This event will primarily focus on explaining how to provide a valid bid in an EU procurement process.

The event will be held on 28.4.2014, please download the PQQ document for the address.

Contract Length: 5 years with an option to extend for a further 5 years depending on satisfactory performance.

Over the total life of the contract the range will be between 3,830,000 GBP and 7,170,000 GBP.

Estimated value excluding VAT:

Range: between 3 830 000 and 7 170 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Contract Length: 5 years with an option to extend for a further 5 years depending on satisfactory performance.

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 1

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 60 (from the award of the contract)

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

Information about lots

Lot No: 2

Lot title: East Kent – Grounds Maintenance

1) Short description

Grounds maintenance such as grass cutting, shrub and flower bed maintenance, litter picking prior to grass cutting (note the majority of this work is covered by Lot 1) and tree maintenance services.

2) CPV code(s)

77211500 Tree-maintenance services, 77314000 Grounds maintenance services

3) Quantity or scope

The Contracting Authority's estates are spread geographically across East Kent. The majority of properties in this area are located in towns such as Canterbury, Deal, Dover, Folkestone, Herne Bay, Margate and Ramsgate. There are smaller numbers in some surrounding towns and villages.

This lot will apply to maintenance of the grounds that surround approximately 101 separate communal blocks (this does not always mean separate sites and many properties are grouped together on estates).

Range: Approximately 38,000 GBP to 72,000 GBP Per Annum.

Estimated value excluding VAT:

Range: between 380 000 and 720 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Lot awards will be limited to two per contractor, and one per type. Therefore the maximum award will be one cleaning lot and one grounds lot per contractor. These do not need to be in the same geographical area.

Lot No: 4

Lot title: North Kent Grounds Maintenance

1) Short description

Grounds maintenance such as grass cutting, shrub and flower bed maintenance, litter picking prior to grass cutting (note the majority of this work is covered by Lot 3) and tree maintenance services.

2) CPV code(s)

77211500 Tree-maintenance services, 77314000 Grounds maintenance services

3) Quantity or scope

Grounds maintenance such as grass cutting, shrub and flower bed maintenance, litter picking prior to grass cutting (note the majority of this work is covered by Lot 3) and tree maintenance services.

The Contracting Authority's estates are spread geographically across this region. The majority of properties in this area are located in towns such as Chatham, Gillingham, Gravesend, Orpington, Rochester and Maidstone. There are smaller numbers in some other towns in this region.

This lot will apply to maintenance of the grounds that surround approximately 65 separate communal blocks (this does not mean always separate sites and many properties are grouped together on estates).

Range: Approximately 18,000 GBP to 34,000 GBP Per Annum.

Estimated value excluding VAT:

Range: between 180 000 and 340 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Lot awards will be limited to two per contractor, and one per type. Therefore the maximum award will be one cleaning lot and one grounds lot per contractor. These do not need to be in the same geographical area.

Lot No: 1

Lot title: East Kent – Cleaning and Caretaking

1) Short description

Cleaning of both internal and external communal areas which includes litter picking for all external areas, communal internal and external window cleaning, graffiti removal, deep cleans where required and caretaking services (including lightbulb changes and bulk rubbish removal) to the Contracting Authority's properties within East Kent.

The Contracting Authority's estates are spread geographically across East Kent. The majority of properties in this area are located in towns such as Canterbury, Deal, Dover, Folkestone, Herne Bay, Margate and Ramsgate. There are smaller numbers in some surrounding towns and villages.

2) CPV code(s)

90611000 Street-cleaning services, 90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services, 90914000 Car park cleaning services, 90918000 Bin-cleaning services, 90690000 Graffiti removal services, 90500000 Refuse and waste related services

3) Quantity or scope

Cleaning of both internal and external communal areas which includes litter picking for all external areas, communal internal and external window cleaning, graffiti removal, deep cleans where required and caretaking services (including lightbulb changes and bulk rubbish removal) to the Contracting Authority's properties within East Kent.

The Contracting Authority's estates are spread geographically across East Kent. The majority of properties in this area are located in towns such as Canterbury, Deal, Dover, Folkestone, Herne Bay, Margate and Ramsgate. There are smaller numbers in some surrounding towns and villages.

This lot will apply to approximately 101 separate internal communal areas and their

surrounding grounds and hard standing areas.

Range: Approximately 115,000 GBP to 215,000 GBP Per Annum.

Estimated value excluding VAT:

Range: between 1 150 000 and 2 150 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Lot awards will be limited to two per contractor, and one per type. Therefore the maximum award will be one cleaning lot and one grounds lot per contractor. These do not need to be in the same geographical area.

Lot No: 3

Lot title: Mid & North Kent – Cleaning and Caretaking

1) Short description

Cleaning of both internal and external communal areas which includes litter picking for all external areas, communal internal and external window cleaning, graffiti removal, deep cleans where required and caretaking services (including lightbulb changes and bulk rubbish removal) to the Contracting Authority's properties within Mid and North Kent.

2) CPV code(s)

90611000 Street-cleaning services, 90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services, 90918000 Bin-cleaning services, 98341140 Caretaker services, 90690000 Graffiti removal services, 90500000 Refuse and waste related services

3) Quantity or scope

Cleaning of both internal and external communal areas which includes litter picking for all external areas, communal internal and external window cleaning, graffiti removal, deep cleans where required and caretaking services (including lightbulb changes and bulk rubbish removal) to the Contracting Authority's properties within Mid and North Kent.

The Contracting Authority's estates are spread geographically across this region. The majority of properties in this area are located in towns such as Chatham, Gillingham, Gravesend, Orpington, Rochester and Maidstone. There are smaller numbers in some other towns in this region.

This lot will apply to approximately 65 separate internal communal areas and their surrounding grounds and hard standing areas.

Range: Approximately 68,000 GBP to 128,000 GBP Per Annum.

Estimated value excluding VAT:

Range: between 680 000 and 1 280 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Lot awards will be limited to two per contractor, and one per type. Therefore the maximum award will be one cleaning lot and one grounds lot per contractor. These do not need to be in the same geographical area.

Lot No: 5

Lot title: West Kent – Cleaning and Caretaking

1) Short description

Cleaning of both internal and external communal areas which includes litter picking for all

external areas, communal internal and external window cleaning, graffiti removal, deep cleans where required and caretaking services (including lightbulb changes and bulk rubbish removal) to the Contracting Authority's properties within West Kent.

2) CPV code(s)

90611000 Street-cleaning services, 90690000 Graffiti removal services, 90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services, 90911100 Accommodation cleaning services, 90918000 Bin-cleaning services, 98341140 Caretaker services, 90500000 Refuse and waste related services

3) Quantity or scope

Cleaning of both internal and external communal areas which includes litter picking for all external areas, communal internal and external window cleaning, graffiti removal, deep cleans where required and caretaking services (including lightbulb changes and bulk rubbish removal) to the Contracting Authority's properties within West Kent.

This lot will have larger litter picking and external cleaning requirements than lots 2 and 4 as there are additional sections of amenity grass, grounds and garage sites which will need to be maintained.

The Contracting Authority's estates are located primarily in the Tunbridge Wells Borough in this region. There is a high concentration of properties around Tunbridge Wells town, including the Ramslye, Showfields and Southborough estates.

There are also a number of properties in the rural towns and surrounding areas, including Cranbrook, Five Oak Green, Horsmonden, Matfield, Paddock Wood, Pembury, Rusthall and Tonbridge.

This lot will apply to approximately 288 separate internal communal areas and their surrounding grounds and hard standing areas.

Range: 144,000 GBP to 268,000 GBP Per Annum.

Estimated value excluding VAT:

Range: between 1 440 000 and 2 680 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Lot awards will be limited to two per contractor, and one per type. Therefore the maximum award will be one cleaning lot and one grounds lot per contractor. These do not need to be in the same geographical area.

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees 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

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

(2) 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 statements of accounts or extracts from those accounts relating to their business.

Minimum level(s) of standards possibly required: These are set out in the Pre Qualification Questionnaire.

III.2.3. Technical and professional ability

Minimum level(s) of standards possibly required:

These are set out in the Pre Qualification Questionnaire.

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

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

TCHG GM & ES 2014-2024

- IV.3.2. Previous publication concerning this procedure**
- 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**
26.5.2014 - 12:00
- IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**
1.7.2014
- 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**
(MT Ref:115599).
- 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 information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into. Applicants have 2 working days from notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 working days before expiry of the standstill period. Such additional information should be requested from the address of the contracting authority of this contract notice. If an appeal regarding the award of a contract has not been successfully resolved the public contract regulations 2006 (SI 2006 No 5) provide aggrieved parties who have been harmed or at risk of harm by a breach of the rules to action in the high court (England, Wales and Northern Ireland). Any such action must be brought promptly. Where a contract has been entered into the court may order the setting aside of the award decision or order the authority to amend any document and may award damages. If the contract has been entered into the court may only award damages.
 - VI.4.3. Service from which information about the review procedure may be obtained**
- VI.5. Date of dispatch of this notice**
2.4.2014