

United Kingdom-Bexhill-on-Sea: Building and facilities management services

OJ S 66/2017 04/04/2017

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: St Mary's School and College

Postal address: Wrestwood Road

Town: Bexhill-on-Sea

NUTS code: UKJ22 East Sussex CC

Postal code: TN40 2LU

Country: United Kingdom

E-mail: pqq@litmuspartnership.co.uk

Telephone: +44 1276-673880

Internet address(es):Main address: <http://www.stmarysbexhill.org/>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.litmuspartnership.co.uk/project>[/st_marys_school_and_college_estate_management_services](#)

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted to the abovementioned address

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Education

Section II: Object

II.1. Scope of the procurement**II.1.1. Title**

St Mary's School and College ~ Tender for Estate Management Services.

II.1.2. Main CPV code

79993000 Building and facilities management services

II.1.3. Type of contract

Services

II.1.4. Short description

Founded in 1922, St. Mary's has become a centre of excellence for the provision of education and life skills development for children with severe and complex Speech, Language and Communication disabilities.

St Mary's takes day and residential children from age 7 through to 19 plus. Students attend the 6th form College from the age of 16.

The School provides excellent facilities and specialist staff including experienced Teachers, Speech and Language Therapists, Occupational Therapists, Physiotherapists, an Audiologist, Educational Psychologist, Psychology Assistants, Teaching and Therapy Assistants and Care staff.

II.1.5. Estimated total value

Value excluding VAT: 1 620 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

43325100 Grounds-maintenance equipment, 77314000 Grounds maintenance services

II.2.3. Place of performance

NUTS code: UKJ22 East Sussex CC

Main site or place of performance: St Mary's School and College, Bexhill-on-Sea, East Sussex, United Kingdom.

II.2.4. Description of the procurement

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of estate management services within the facilities for St Mary's School and College. The high quality service levels proposed, should deliver excellent standards throughout, resulting in a pleasant environment for both the pupils and staff.

The basis and rationale that the Client requires the successful contractor to operate to at all times, is being able to provide a School that is fit for purpose and that the Contractor is proactive in the management of the contract, thus ensuring that all specifications are achieved and that the frequency of service is as detailed within the tender specification.

The contract being tendered is for 3 years in duration from 1.9.2017 until 31.7.2020, with an option to further extend during the contract term and will be fixed price in nature, with the Contractor invoicing the Client for 1/12th of the annual cost on a monthly basis. Any variations to the contract that are requested by the Client should be invoiced at the agreed rate and should be calculated on an hourly rate per employee needed to carry out the variation, to the satisfaction of the contract supervising officer.

The Contractor will be required to implement a computer based Fault reporting system, to be made available to all staff, to:

- Report all faults, concerns and requests for assistance;
- Categorise them by function and priority;
- Acknowledge receipt to the sender;
- Record action to be taken;
- Record the remedial action taken;
- Record the time-scale for First Fix and Remedy / Final Fix was achieved;
- Provide feedback to the sender, for acceptance or comment;
- Provide periodic performance reports to the School (weekly / monthly / annual).

The above system to be also used to monitor Planned Preventative Maintenance tasks.

At present 8 estate management operatives (7.75 FTE) are employed year round for planned preventative maintenance and on call duties, including grounds maintenance tasks and work between the hours of 8:00 - 18:30 predominantly Monday to Friday, which includes a supervisory role, totalling 40 hours per week.

On call staff are paid to be on call and then charge call out costs, in order to deal with alarms and minor repairs.

Estate management operatives collect pupils from 2 nearby houses and return them at the end of the School day, in minibuses provided by the School. Estate management operatives also support a pupil in after school activity, by driving the bus to take the pupil horse riding. This is included within the hours detailed.

Whilst the School prioritises value for money as a key objective of the competitive tender process, the Governing body is not obliged to accept the lowest price.

The School's objectives:

- To build upon the effectiveness of estates management within the School.
- To generate an improved learning environment for all students, within the School.
- To receive a service that complies with the service standards.
- To receive consistently high quality maintenance standards, via a motivated and fully staffed workforce.
- To receive pro-active management support for the estates management staff and sub-contractors.
- To hold regular review meetings with the successful contractor.
- To achieve overall value for money.

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value

Value excluding VAT: 1 620 000,00 GBP

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Start: 01/09/2017 End: 31/08/2022

This contract is subject to renewal: no

II.2.9. Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5 Maximum number: 10 Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

II.2.10. Information about variants

Variants will be accepted: yes

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.2. Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3. Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Restricted procedure

IV.1.3. Information about a framework agreement or a dynamic purchasing system

IV.1.8. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

IV.2. Administrative information

IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 05/05/2017 Local time: 12:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

Date: 26/05/2017

IV.2.4. Languages in which tenders or requests to participate may be submitted

English

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

Interest in the selection process should be expressed via email only to pqq@litmuspartnership.co.uk clearly stating within this email which contract / notice you are referring to. Please also provide, as a minimum, a contact name, full company postal address and telephone number. The Selection Questionnaire and associated documents can be obtained at: https://www.litmuspartnership.co.uk/project/st_marys_school_and_college_estate_management_services The closing date for receipt of the Selection Questionnaire is 5.5.2017 (12:00). Suppliers are required to ensure that documents are obtained and returned to The Litmus Partnership Limited, by email to pqq@litmuspartnership.co.uk by the above closing date and time. Documents in respect of economic / financial standing (where indicated in the Selection Questionnaire) shall be returned to The Litmus Partnership Limited, by email to pqq@litmuspartnership.co.uk by the above closing date and time.

It will be the Supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this Contract Notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

VI.4. Procedures for review

VI.4.1. Review body

Official name: St Mary's School and College

Town: Bexhill-on-Sea

Country: United Kingdom

VI.5. Date of dispatch of this notice

01/04/2017