

**United Kingdom-Nottingham: School cleaning services**  
**OJ S 73/2018 14/04/2018**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Ellis Guilford School

Postal address: Bar Lane, Basford

Town: Nottingham

NUTS code: UKF14 Nottingham

Postal code: NG6 0HT

Country: United Kingdom

E-mail: [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk)

Telephone: +44 1276-673880

**Internet address(es):**

Main address: <http://www.ellisguilfordschool.co.uk>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: [http://www.litmuspartnership.co.uk/project/ellis\\_guilford\\_school](http://www.litmuspartnership.co.uk/project/ellis_guilford_school)

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

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**Section II: Object**

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

**II.1.1. Title**

Ellis Guilford School — Tender for Cleaning Services

**II.1.2. Main CPV code**

90919300 School cleaning services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

Ellis Guilford School motto is “Be Your Best” and they encourage all members of the School community to be ambitious, setting themselves challenging targets for the future. The School is fully aware of the difference that education can make to the life chances of young people

and want them to understand this and be clear about how they can make the most of the opportunities that Elis Guilford provides.

The School aim is to create an outstanding learning environment which captures students' abilities and interests and offer a broad curriculum which includes both academic and vocational choices. The School also engage with local Colleges, Universities and Employers to prepare students for life beyond School.

Ellis Guilford are proud to be a diverse and inclusive School; students speak over 40 different home languages and come from a range of ethnic backgrounds.

Further information is provided in the SQ Document.

#### **II.1.5. Estimated total value**

Value excluding VAT: 940 000,00 GBP

#### **II.1.6. Information about lots**

This contract is divided into lots: no

### **II.2. Description**

#### **II.2.3. Place of performance**

NUTS code: UKF14 Nottingham

Main site or place of performance: Ellis Guilford School. Nottingham. United Kingdom.

#### **II.2.4. Description of the procurement**

The successful Supplier will be required to provide cleaning services for Ellis Guilford School. The tender project is seeking to appoint a Supplier whose initiative and innovation will be welcomed for the provision of cleaning services within the school facilities. The high quality service levels proposed, should maintain excellent standards throughout, resulting in a pleasant environment for both the students and staff.

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

The contract being tendered is for three years in duration from 1.1.2019 until 31.12.2021, with the option to extend the contract term for a further term of up to 2 years and will be fixed price in nature, with the Supplier invoicing the Client for one-twelfth of the annual cost on a monthly basis.

It should be noted that the successful Supplier will be expected to bring to the contract: innovation; new equipment; and cleaning methods, with BICSc standards being achieved as a minimum, thus ensuring that the highest levels of cleanliness are maintained in all areas at all times and also ensuring that the productivity of the cleaning operatives is enhanced moving forward into the new contract term.

The value of the current cleaning contract is circa 188 000,00 GBP per annum + VAT.

At present 20 cleaning operatives are employed to work various hours, Monday to Friday. The Contract Supervisor undertakes non-cleaning duties, totalling 30 hours per week, which is included in the total of 344 hours per week.

The Client's objectives:

- To build upon the standards of cleanliness within the School.
- To receive a service that complies with the service standards.
- To receive consistently high quality cleaning standards, via a motivated and fully staffed workforce.
- To generate an improved learning environment for all students.
- To receive pro-active management support for the cleaning staff.

— To hold regular review meetings with the successful Supplier.

— To achieve overall value for money.

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

#### **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: 940 000,00 GBP

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

Start: 01/01/2019 End: 31/12/2023

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: 5Maximum number: 10Objective 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**

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#### **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**

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#### **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: 08/06/2018 Local time: 12:00

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

Date: 06/07/2018

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

English

### **Section VI: Complementary information**

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#### **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](mailto: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: [http://www.litmuspartnership.co.uk/project/ellis\\_guilford\\_school](http://www.litmuspartnership.co.uk/project/ellis_guilford_school)

The closing date for receipt of the Selection Questionnaire is 8.6.2018 (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](mailto: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](mailto: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: Ellis Guilford School

Town: Nottingham

Country: United Kingdom

**VI.5. Date of dispatch of this notice**

13/04/2018