

United Kingdom-Norwich: Cleaning services

OJ S 95/2014 17/05/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Broadland Housing Group

Postal address: NCFC, Jarrold Stand, Carrow Road

Town: Norwich

Postal code: NR1 1HU

Country: United Kingdom

For the attention of: Louise Archer, Executive Property Director

Telephone: +44 303303003

Fax: +44 1603750222

Internet address(es):

General address of the contracting authority: <http://broadlandhousing.org>

Additional information can be obtained from:

Official name: LMC Partnership Ltd

Postal address: Breckland Business Centre, St Withburga Lane

Town: Dereham

Postal code: NR19 1FD

Country: United Kingdom

For the attention of: Paul Christian

E-mail: broadlandhousing@lmcpartnership.co.uk

Telephone: +44 362693168

Fax: +44 362692137

Internet address: <http://www.lmcpartnership.co.uk>

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

Official name: LMC Partnership Ltd

Postal address: Breckland Business Centre, St Withburga Lane

Town: Dereham

Postal code: NR19 1FD

Country: United Kingdom

For the attention of: Paul Christian

E-mail: broadlandhousing@lmcpartnership.co.uk

Telephone: +44 362693168

Fax: +44 362692137

Internet address: <http://www.lmcpartnership.co.uk>

Tenders or requests to participate must be submitted: Official name: LMC Partnership Ltd

Postal address: Breckland Business Centre, St Withburga Lane

Town: Dereham

Postal code: NR19 1FD

Country: United Kingdom

For the attention of: Paul Christian

E-mail: broadlandhousing@lmcpartnership.co.uk

Telephone: +44 362693168

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Internet address: <http://www.lmcpartnership.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

General Cleaning, Window Cleaning and Cleaning of Void Properties.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 14: Building-cleaning services and property management services

NUTS code UKH13 Norfolk,UKH14 Suffolk

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)

General Cleaning and Window Cleaning of Communal Areas to General Needs schemes, Sheltered/Supported Housing schemes, and Housing with Care schemes, and cleaning of empty properties in the Norfolk and Suffolk region. The proposed agreement will initially be for a period of 3 years. However, the performance and technical capacity of the successful applicant will be reassessed throughout this period and, subject to satisfactory performance, may be extended by a further 2 year period.

Further details will be included in the tender documentation.

II.1.6. CPV code(s)

90910000 Cleaning services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

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

The estimated total value of the services to be provided under the contract is approximately 834 000 GBP over a 3 year period.

Estimated value excluding VAT: 834 000 GBP

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: yes

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

Duration in months: 36 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Central Region

1) Short description

General Cleaning and Window Cleaning of Communal Areas to General Needs schemes, Sheltered/Supported Housing schemes, and Housing with Care schemes, and cleaning of empty properties in the central Norfolk and Norwich area. Further details will be included in the tender documentation.

2) CPV code(s)

90910000 Cleaning services

3) Quantity or scope

The estimated total value of the services to be provided under the Central Region Lot of the contract is approximately 312 000 GBP over a 3 year period.

Estimated value excluding VAT: 312 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 2

Lot title: Eastern Region

1) Short description

General Cleaning and Window Cleaning of Communal Areas to General Needs schemes, Sheltered/Supported Housing schemes, and Housing with Care schemes, and cleaning of empty properties in the east Norfolk and Suffolk area. Further details will be included in the tender documentation.

2) CPV code(s)

90910000 Cleaning services

3) Quantity or scope

The estimated total value of the services to be provided under the Eastern Region Lot of the contract is approximately 216 000 GBP over a 3 year period.

Estimated value excluding VAT: 216 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 3

Lot title: Western Region

1) Short description

General Cleaning and Window Cleaning of Communal Areas to General Needs schemes, Sheltered/Supported Housing schemes, and Housing with Care schemes, and cleaning of empty properties in the west Norfolk area. Further details will be included in the tender documentation.

2) CPV code(s)

90910000 Cleaning services

3) Quantity or scope

The estimated total value of the services to be provided under the Western Region Lot of the contract is approximately 306 000 GBP over a 3 year period.

Estimated value excluding VAT: 306 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

The contracting authority reserves the rights to require deposits, guarantees, and/or forms of security.

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

The terms of payment will be set out in the tender documentation and any form of appointment.

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

No special legal form is required, but grouping of economic operators may either (at the option of the contracting authority) be required to form a single legal entity or to undertake joint and several liability.

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: Appraisal of Applicants will be by way of a completed pre-qualification questionnaire (PQQ) provided to all parties expressing an interest consistent with the provisions of Directive 2004/18/EC and the Public Contract Regulations 2006 (as amended).

The PQQ is available from the address in I.1 above by the date stipulated in IV.3.3. Completed questionnaire responses and any supporting documentation must be received by the Contracting Authority at the address in I.1 by the date stipulated in IV.3.4.

III.2.2. Economic and financial ability

List and brief description of conditions: Appraisal of Applicants will be by way of a completed pre-qualification questionnaire (PQQ) provided to all parties expressing an interest consistent with the provisions of Directive 2004/18/EC and the Public Contract Regulations 2006 (as amended).

The PQQ is available from the address in I.1 above by the date stipulated in IV.3.3. Completed questionnaire responses and any supporting documentation must be received by the Contracting Authority at the address in I.1 by the date stipulated in IV.3.4.

Minimum level(s) of standards possibly required: As set out in the pre-qualification questionnaire.

III.2.3. Technical and professional ability

List and brief description of conditions:

Appraisal of Applicants will be by way of a completed pre-qualification questionnaire (PQQ) provided to all parties expressing an interest consistent with the provisions of Directive 2004/18/EC and the Public Contract Regulations 2006 (as amended).

The PQQ is available from the address in I.1 above by the date stipulated in IV.3.3. Completed questionnaire responses and any supporting documentation must be received by the Contracting Authority at the address in I.1 by the date stipulated in IV.3.4.

Minimum level(s) of standards possibly required:

As 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

Execution of the service is reserved to a particular profession: no

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: no

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 3: and Maximum number 6

Objective criteria for choosing the limited number of candidates: A maximum of 6 operators will be invited to tender, based upon the assessment of the information provided in response to the pre-qualification questionnaire, references received and site reference visits.

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

no

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: 12.6.2014 - 13:00

Payable documents: no

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

4.7.2014 - 13:00

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

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

The pre-qualification questionnaire must be completed and returned together with supporting document to Broadland Housing Group's Procurement Consultant, LMC Partnership, as 1 Nr hard copy and 1Nr electronic copy. Any pre-qualification questionnaire not submitted in the required format or containing all the requested information will be rejected. All communications shall be in English. Tenders, when invited, and all supporting documentation must be priced in GBP and all payments under the Contract will be in GBP. Any agreement or form of appointment resulting from the invitation to tender (ITT) will be considered as a contract made in England according to English Law and subject to the exclusive jurisdiction of the English Courts. The contracting authority does not bind itself to accept any tender and reserves the right not to award any part or all parts of the contract. The contracting authority, or its agents, will not be liable for any costs incurred by those expressing an interest or tendering for this Contract.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Royal Courts of Justice
Postal address: The Strand
Town: London
Postal code: WC2A 2LL
Country: United Kingdom
Telephone: +44 2079476000
Internet address: <http://www.hmcourts-services.gov.uk>

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: The contracting 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 will allow unsuccessful tenderers to seek further debriefing from Broadland Housing Group before the contract is entered into. Applicants have two working days from the notification of the award decision to request additional debriefing and that information has to be provided a minimum of three working days before the expiry of the standstill period. If an appeal regarding the award of a contract has not been successfully resolved, the Public Contracts Regulations 2006 (SI 2006 No 5) (as amended) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England). Any such action must be brought within 3 months. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages or, where the contract award procedures have not been followed correctly, declare the contract to be "ineffective".

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

VI.5. Date of dispatch of this notice

14.5.2014