

**United Kingdom-Shenfield: School cleaning services**  
**OJ S 90/2018 12/05/2018**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Shenfield High School

Postal address: Alexander Lane

Town: Shenfield

NUTS code: UKH3 Essex

Postal code: CM15 8RY

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.shenfield.essex.sch.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/shenfield\\_high\\_school](http://www.litmuspartnership.co.uk/project/shenfield_high_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**

Shenfield High 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**

The successful Supplier will be required to provide cleaning services for Shenfield High School.

Client objectives:

1. The Client is looking for a fixed price contract cost;

2. The Client is now seeking proposals to maintain and improve the cleaning services while remaining cost effective and affective for the entire school community.  
There are approximately 1 200 students present on site.

**II.1.5. Estimated total value**

Value excluding VAT: 456 000,00 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: UKH3 Essex

Main site or place of performance: Shenfield High School. Essex. United Kingdom.

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

The contract being tendered is for 36 months in duration from the commencement of half term in October 2018 until August 2021.

The contract is fixed price with the Supplier invoicing the Client for one-twelfth 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.

Whilst the monthly charge will represent one-twelfth of the contract cost, a reconciliation will take place monthly to reconcile the actual hours worked within the contract. If the hours worked are less than those budgeted for a credit will be required by the Client. The Client require that the tendered amount of hours are worked at all times.

The basis and rationale that the Client requires the successful Supplier to operate to at all times is being able to provide a clean school that is fit for purpose and that the Supplier is proactive in the management of the contract.

**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: 456 000,00 GBP

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

Start: 22/10/2018 End: 31/08/2021

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: 15/06/2018 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/shenfield\\_high\\_school](http://www.litmuspartnership.co.uk/project/shenfield_high_school).

The closing date for receipt of the Selection Questionnaire is 15.6.2018 (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: Shenfield High School

Town: Shenfield

Country: United Kingdom

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

10/05/2018