

**United Kingdom-Derby: School cleaning services**  
**OJ S 142/2016 26/07/2016**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: John Port School  
Postal address: Main Street, Etwall  
Town: Derby  
NUTS code: UKF1 Derbyshire and Nottinghamshire  
Postal code: DE65 6LU  
Country: United Kingdom  
Contact person: The Litmus Partnership Ltd  
E-mail: [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk)  
Telephone: +44 1276673880  
**Internet address(es):**  
Main address: <http://www.johnport.derbyshire.sch.uk/>

**I.3. Communication**

Access to the procurement documents is restricted. Further information can be obtained at:  
[http://www.litmuspartnership.co.uk/project/john\\_port\\_school](http://www.litmuspartnership.co.uk/project/john_port_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**

John Port 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**

John Port School is an Academy for students aged from 11 to 19 years and was opened as a community comprehensive school in 1965 following the reorganisation of secondary education

in Derbyshire. It is 1 of the largest comprehensive schools in the country which currently has over 2 000 students on roll, aged between 11 and 18 years. The school is situated in the small village of Etwall in south-west Derbyshire in the Midlands.

John Port School is non-selective and takes students from a very large area varying from urban suburbs west Derby to semi-rural villages in the west, north and south. Each year group from year 7 to 11 has 12 forms of around 29 students each.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of cleaning services within the facilities for John Port School.

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

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

This contract is divided into lots: no

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

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

NUTS code: UKF1 Derbyshire and Nottinghamshire

Main site or place of performance: John Port School, Etwall, Derbyshire, United Kingdom.

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

The high-quality service levels proposed, should maintain 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 cleans is as detailed within the Tender Specification.

The contract being tendered is for three years in duration from 1.1.2017 until 31.12.2019 and will be fixed price in nature, with the Contractor invoicing the Client for 1/12th of the annual cost on a monthly basis.

It should be noted that the successful contractor 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.

There are ongoing plans for change within the School over the next 3 years, therefore total flexibility will be required from the successful contractor, with regard to the changes in the site layout due to building works and building openings / closures.

At present 21 cleaning operatives are employed to work between the hours of 5:45 and 9:00 and 15:15 and 18:30, Monday to Friday, which includes a Manager and Team Leaders. There is also a cleaner present in School during the day.

The cost of the cleaning contract between September 2015 and August 2016 was circa 230 000 GBP.

The School's objectives:

- To increase the standards of cleanliness around all areas of the School;
- To receive a service that complies with the service standards;
- To receive consistently high-quality cleaning standards;
- To generate an improved learning environment for all students, in all areas of the School;
- To receive improved management support for the cleaning staff;
- 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**

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

Start: 01/01/2017 End: 31/12/2019

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**

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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: 26/08/2016 Local time: 12:00

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

Date: 23/09/2016

#### **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 pre-qualification 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 pre-qualification questionnaire and associated documents can be obtained at: [http://www.litmuspartnership.co.uk/project/john\\_port\\_school](http://www.litmuspartnership.co.uk/project/john_port_school)

The closing date for receipt of the Pre-Qualification Questionnaire is 26.8.2016 (12:00).

Tenderers 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 Pre-Qualification 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 Tenderer'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 OJEU 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: John Port School

Town: Etwall

Country: United Kingdom

##### **VI.4.2. Body responsible for mediation procedures**

Official name: John Port School

Town: Etwall

Country: United Kingdom

**VI.4.4. Service from which information about the review procedure may be obtained**

Official name: John Port School

Town: Etwall

Country: United Kingdom

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

24/07/2016