

United Kingdom-Chichester: Office cleaning services

OJ S 127/2018 05/07/2018

Contract notice**Services****Legal Basis:**

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Chichester District Council
Postal address: East Pallant House
Town: Chichester
NUTS code: UKJ27 West Sussex (South West)
Postal code: PO19 1TY
Country: United Kingdom
E-mail: rgooda@chichester.gov.uk
Internet address(es):
Main address: <http://www.chichester.gov.uk/>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://in-tendhost.co.uk/sesharedservices.aspx/Home>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted electronically via: <https://in-tendhost.co.uk/sesharedservices.aspx/Home>
Tenders or requests to participate must be submitted to the abovementioned address

I.4. Type of the contracting authority

Regional or local authority

I.5. Main activity

General public services

Section II: Object

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

Chichester District Council — Office Cleaning and Window Cleaning Contract 2019-2021
Reference number: CDC - 020912

II.1.2. Main CPV code

90919200 Office cleaning services

II.1.3. Type of contract

Services

II.1.4. Short description

Chichester District Council is inviting organisations to tender for a contract to provide office cleaning and window cleaning services. Tenderers are advised to read all the Tender documents thoroughly to ensure that all of the Council's requirements are addressed. The Tenderer must obtain for himself all the information necessary for making a Tender submission and entering into a Contract by considering all the Tender Documents and inspecting the public offices, control centre and museum to satisfy themselves with regard to the nature of the services required. The contract will start on the 1.1.2019 and be awarded for an initial 3 year period with the option to extend for a further 2 x 1 year periods. Extensions will only be given to those companies which continually meet or exceed the levels of service as set out in the specification.

II.1.5. Estimated total value

Value excluding VAT: 300 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: yes
Tenders may be submitted for all lots

II.2. Description

II.2.1. Title

Office Cleaning at East Pallant House
Lot No: Lot 1

II.2.2. Additional CPV code(s)

90919200 Office cleaning services

II.2.3. Place of performance

NUTS code: UKJ27 West Sussex (South West)
Main site or place of performance: East Pallant House, Chichester, PO19 1TY

II.2.4. Description of the procurement

A mixture of multi occupied large offices set within a listed building and large modern open plan offices with a newly constructed modern reception, and committee rooms. The office is occupied by approximately 350 staff between the hours of 7:30 and 19:00, Monday to Friday. With a total floor area of approximately 3 400 mm² mixed between ceramic flooring, carpet tiles and commercial quality carpet.

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: 01/01/2019 End: 31/12/2021
This contract is subject to renewal: yes
Description of renewals:
Option to extend for 2 further one year periods.

II.2.10. Information about variants

Variants will be accepted: no

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

II.2. Description

II.2.1. Title

Office Cleaning at Florence Road
Lot No: Lot 2

II.2.2. Additional CPV code(s)

90919200 Office cleaning services

II.2.3. Place of performance

NUTS code: UKJ27 West Sussex (South West)
Main site or place of performance: Florence Road, Chichester, PO19 7QU

II.2.4. Description of the procurement

Offices at Florence road, which are currently being used by Careline. The offices are manned 24 hours a day by an average of 9 staff. The floor area is approximately 130 m2.

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: 01/01/2019 End: 31/12/2021
This contract is subject to renewal: yes
Description of renewals:
Option to extend for 2 further 1 year periods.

II.2.10. Information about variants

Variants will be accepted: no

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

II.2. Description

II.2.1. Title

Office Cleaning at Novium Museum
Lot No: Lot 3

II.2.2. Additional CPV code(s)

90919200 Office cleaning services

II.2.3. Place of performance

NUTS code: UKJ27 West Sussex (South West)

Main site or place of performance: Novium museum, Tower Street, Chichester, PO19 1QH

II.2.4. Description of the procurement

The Novium museum has a floor area of around 800 m², over 3 floors. The majority of flooring in public areas is of natural wood, with office areas being carpet tiles. Wet areas e.g. Toilets, kitchens and work areas are laid with heavy duty floor vinyl. The museum is used extensively throughout the day by the general public which will mean a more frequent cleaning regime that may vary throughout the year and is likely to include weekends and bank holidays. There are numerous glass display cabinets that will need daily cleaning, with a suggested once a week over all clean.

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: 01/01/2019 End: 31/12/2021

This contract is subject to renewal: yes

Description of renewals:

Option to extend for 2 further 1 year periods.

II.2.10. Information about variants

Variants will be accepted: no

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**II.2. Description****II.2.1. Title**

Window Cleaning

Lot No: Lot 4

II.2.2. Additional CPV code(s)

90911300 Window-cleaning services

II.2.3. Place of performance

NUTS code: UKJ27 West Sussex (South West)

Main site or place of performance: Windows at: — East Pallant House, East Pallant, Chichester, PO19 1TY — Careline, Florence Road, Chichester, PO19 7QU — Novium Museum, Tower Street, Chichester, PO19 1QH

II.2.4. Description of the procurement

Both internal and external window cleaning at the above sites.

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: 01/01/2019 End: 31/12/2021

This contract is subject to renewal: yes

Description of renewals:

Option to extend for 2 further 1 year periods.

II.2.10. Information about variants

Variants will be accepted: no

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.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

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

Open 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: no

IV.2. Administrative information

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

Date: 10/08/2018 Local time: 12:00

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

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

English

IV.2.7. Conditions for opening of tenders

Date: 10/08/2018 Local time: 12:00

Place:

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Chichester District Council

Postal address: East Pallant House

Town: Chichester

Postal code: PO19 1TY

Country: United Kingdom

E-mail: ppickard@chichester.gov.uk

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

VI.5. Date of dispatch of this notice

04/07/2018