

**United Kingdom-Horsham: Horticultural services**

OJ S 169/2014 04/09/2014

**Contract notice****Services****Directive 2004/18/EC****Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Saxon Weald Homes Ltd

Postal address: Saxon Weald House, 38-42 Worthing Road, Horsham, West Sussex

Town: Horsham

Postal code: RH12 1DT

Country: United Kingdom

For the attention of: Dawn Kennett

E-mail: [horticulture@saxonweald.com](mailto:horticulture@saxonweald.com)

Telephone: +44 1403226000

Fax: +44 1403226100

**Internet address(es):**General address of the contracting authority: <http://www.saxonweald.com>**Additional information can be obtained from:**

the abovementioned address

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

the abovementioned address

**Tenders or requests to participate must be submitted:** the abovementioned address**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**

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**II.1. Description****II.1.1. Title attributed to the contract by the contracting authority**

Contract to provide Horticulture services across the Saxon Weald estate which includes a broad range of properties spanning Sussex and Hampshire, including retirement schemes, communal spaces of general needs blocks and corporate offices.

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

Services

Service category No 27: Other services

Main site or place of performance: UK21, UK22, UK24, UK32, UK33.

NUTS code

### **II.1.3. Information about a framework agreement or a dynamic purchasing system**

### **II.1.4. Information about framework agreement**

### **II.1.5. Short description of the contract or purchase(s)**

Contract to provide horticulture services across the Saxon Weald estate which includes a broad range of properties spanning Sussex and Hampshire including Retirement Schemes, communal spaces of General Needs Blocks and Corporate Offices.

### **II.1.6. CPV code(s)**

77300000 Horticultural 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: no

### **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 contract will commence on 1.4.2015 and will be for a period of 5 years with a maximum 5-year extension subject to an annual review after year 5.

Estimated value excluding VAT:

Range: between 450 000 and 550 000 GBP

### **II.2.2. Information about options**

Options: no

### **II.2.3. Information about renewals**

This contract is subject to renewal: no

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

Duration in months: 120 (from the award of the contract)

## **Section III: Legal, economic, financial and technical information**

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### **III.1. Conditions related to the contract**

#### **III.1.1. Deposits and guarantees required**

Parent company guarantees, warranties and/or deposits may be required by the Authority and details will be set out in the contract documents.

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

Details of any financial conditions and payment arrangements will be set out in the contract documents.

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

#### **III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: The Authority is committed to promoting environmental and social sustainability. As such, the framework will include conditions relating in particular to social and environmental matters.

### **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: Interested parties will be required to complete a pre-qualification questionnaire ('PQQ'). Copies of the PQQ can be requested from the contact point as set out in Section I.

#### **III.2.2. Economic and financial ability**

List and brief description of conditions: Interested parties will be required to complete a pre-qualification questionnaire ('PQQ'). Copies of the PQQ can be requested from the contact point as set out in Section I.

Minimum level(s) of standards possibly required: Each submitted PQQ will be evaluated against the criteria set out in this document.

#### **III.2.3. Technical and professional ability**

List and brief description of conditions:

Interested parties will be required to complete a pre-qualification questionnaire ('PQQ'). Copies of the PQQ can be requested from the contact point as set out in Section I.

Minimum level(s) of standards possibly required:

Each submitted PQQ will be evaluated against the criteria set out in this document.

#### **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**

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### **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 4: and Maximum number 6

Objective criteria for choosing the limited number of candidates: The criteria stated in the specifications, in the invitation to tender (ITT) or in the descriptive document or negotiation.

#### **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**

Payable documents: no

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

8.10.2014 - 12:00

##### **IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

20.10.2014

##### **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**

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##### **VI.1. Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published: September 2024.

##### **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 Authority reserves the right to cancel the procurement at any time and not to proceed with the award of a contract or part thereof at any stage of the procurement process.

Tenderers should note that the provisions of the Transfer of Undertakings (Protection of Employment) Regulations 2006 may apply to the Programme.

Further information on the Authority can be found at <http://www.saxonweald.com>

A company is being sought to deliver horticulture services across the Saxon Weald estate which includes a broad range of properties spanning Sussex and Hampshire including Retirement Schemes, communal spaces of General Needs Blocks and Corporate Offices.

The Authority is seeking a suitably experienced and financed company who is able to deliver a programme of Horticulture and Grounds Maintenance services which will include grass cutting, maintenance and replenishment of shrub beds and hedges, clearance and disposal of litter,

moss, leaves and the spraying of hard standing areas to remove and keep down weeds and moss.

In addition it will be necessary to undertake work related to conservation at locations where controlled and limited works are undertaken to provide a sustained wildlife habitat. The works undertaken are limited to litter clearance once a month, and cutting twice a year. The contract will include the maintenance of trees and carrying out an on-going tree survey programme across the estate and the maintenance of water courses to ensure they are clear and unobstructed.

A detailed Service Specification will be issued as part of the next stage of this procurement to those selected to respond to the Invitation to Tender document following the PQQ stage.

#### **VI.4. Procedures for review**

##### **VI.4.1. Review body**

##### **VI.4.2. Review procedure**

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

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

1.9.2014