

United Kingdom-Witney: Cleaning services

OJ S 186/2013 25/09/2013

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

I.1. Name and addresses

Official name: Cottsway Housing Association

Postal address: Cottsway House, Heynes Place, Avenue Two

Town: Witney

Postal code: OX28 4Y

Country: United Kingdom

For the attention of: Steffanie Dagg

Telephone: +44 8458645100

Fax: +44 8458645261

Internet address(es):General address of the contracting authority: <https://portal.cottsway.co.uk>Address of the buyer profile: http://www.mytenders.org/search/Search_AuthProfile.aspx?ID=AA25767**Additional information can be obtained from:**

Official name: Cottsway Housing Association

Postal address: Cottsway House, Heynes Place, Avenue Two

Town: Witney

Postal code: OX28 4YG

Country: United Kingdom

For the attention of: Steffanie Dagg

Telephone: +44 8458645100

Fax: +44 8458645261

Internet address: <https://portal.cottsway.co.uk>**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Cottsway Housing Association

Postal address: Cottsway House, Heynes Place, Avenue Two

Town: Witney

Postal code: OX28 4YG

Country: United Kingdom

For the attention of: Steffanie Dagg

Telephone: +44 8458645100

Fax: +44 8458645261

Internet address: <https://portal.cottsway.co.uk>**Tenders or requests to participate must be submitted:** Official name: Cottsway Housing Association

Postal address: Cottsway House, Heynes Place, Avenue Two,

Town: Witney

Postal code: OX28 4YG

Country: United Kingdom

For the attention of: Steffanie Dagg
Telephone: +44 8458645100

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

The Provision of Cleaning and Caretaking Services.

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

Services

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

Main site or place of performance: Oxfordshire.

NUTS code UKJ14 Oxfordshire

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)

Cottsway Housing Association are tendering for the cleaning (including window cleaning) and caretaking services across 4 lots. Lot 1 – Over 55 Sites West Oxfordshire

Lot 2 – General Needs Gloucestershire and Wiltshire

Lot 3 - General Needs Southern West Oxfordshire

Lot 4 - General Needs Northern West Oxfordshire

For further information please refer to the PQQ document.

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at http://www.myTenders.org/Search/Search_Switch.aspx?ID=107379

The awarding authority has indicated that it will accept electronic responses to this notice via a 'Tender Submission Postbox' facility. Further details of this facility are available at http://www.myTenders.org/PostBox/Postbox_Explain.aspx?ID=107379

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems. The postbox closes precisely at the time stated.

II.1.6. CPV code(s)

90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90918000 Bin-cleaning services, 90911300 Window-cleaning services

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

The procurement is covered by the Government Procurement Agreement: yes

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

Cottsway Housing Association is inviting tenders to undertake the provision of Cleaning and Caretaking services to a number of its properties.

The term Cleaning and Caretaking Services covers the provision of the following services:

Cleaning and Caretaking

- The cleaning of the internal areas of housing blocks
- Ensuring that the external areas around housing blocks and on housing estates are kept clean and litter & detritus free
- Ancillary cleaning and caretaking duties
- The removal of fly tipping (includes items such as black bags, refuse sacks, small pieces of furniture) from inside and around residential blocks and from all areas around estates.
- Other site based tasks which are to be carried out on a regular basis (alarm testing, meter reading etc)

There are other associated duties included within this Contract that do not come into either of the above categories but will still form part of this contract.

Estimated value excluding VAT:

Range: between 600 000 and 1 080 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Contract Length: 4 years plus an additional 2 years extension dependant on satisfactory performance.

Provisional timetable for recourse to these options:
in months: 72 (from the award of the contract)

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Information about lots

Lot No: 1

Lot title: Over 55 Sites West Oxfordshire

1) Short description

Services to include communal area cleaning and windows for Cottsway Housing Association's Sheltered Accommodation and accommodation for residents who are over 55 within Carterton, Witney, Bampton, North Leigh, Eynsham, Woodstock, Chipping Norton, Charlbury and Wychwod.

2) CPV code(s)

90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services

3) Quantity or scope

Services to include communal area cleaning and windows for Cottsway Housing Association's Sheltered Accommodation and accommodation for residents who are over 55 within Carterton, Witney, Bampton, North Leigh, Eynsham, Woodstock, Chipping Norton, Charlbury and Wychwod.

Estimated value excluding VAT:

Range: between 120 000 and 240 000 GBP

4) Indication about different time frame or duration

Duration in months: 72 (from the award of the contract)

5) Additional information about lots

Contract Length: 4 years plus an additional 2 years extension dependant on satisfactory performance.

Lot No: 2

Lot title: General Needs Gloucestershire and Wiltshire

1) Short description

Services to include communal area cleaning and windows for Cottsway Housing Association's stock within Cirencester, Royal Wootton Bassett, Bourton on the Water, Stratten St Margaret and Caine.

2) CPV code(s)

90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services

3) Quantity or scope

Services to include communal area cleaning and windows for Cottsway Housing Association's stock within Cirencester, Royal Wootton Bassett, Bourton on the Water, Stratten St Margaret and Caine.

Estimated value excluding VAT:

Range: between 120 000 and 240 000 GBP

4) Indication about different time frame or duration

Duration in months: 72 (from the award of the contract)

5) Additional information about lots

Contract Length: 4 years plus an additional 2 years extension dependant on satisfactory performance.

Lot No: 3

Lot title: General Needs Southern West Oxfordshire

1) Short description

Services to include communal area cleaning and windows for Cottsway Housing Association's stock within Carterton, Eynsham, Burford, Standlake, Witney and Woodstock.

2) CPV code(s)

90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services

3) Quantity or scope

Services to include communal area cleaning and windows for Cottsway Housing Association's stock within Carterton, Eynsham, Burford, Standlake, Witney and Woodstock.

Estimated value excluding VAT:

Range: between 210 000 and 330 000 GBP

4) Indication about different time frame or duration

Duration in months: 72 (from the award of the contract)

5) Additional information about lots

Contract Length: 4 years plus an additional 2 years extension dependant on satisfactory performance.

Lot No: 4

Lot title: General Needs Northern West Oxfordshire

1) Short description

Services to include communal area cleaning and windows for Cottsway Housing Association's stock within Chipping Norton, Charlbury, Chadlington, Kingham, Middle Barton, Salford and Stonesfield.

2) CPV code(s)

90910000 Cleaning services, 90911000 Accommodation, building and window cleaning services, 90911100 Accommodation cleaning services, 90911200 Building-cleaning services, 90911300 Window-cleaning services

3) Quantity or scope

Services to include communal area cleaning and windows for Cottsway Housing Association's stock within Chipping Norton, Charlbury, Chadlington, Kingham, Middle Barton, Salford and Stonesfield.

Estimated value excluding VAT:

Range: between 150 000 and 270 000 GBP

4) Indication about different time frame or duration

Duration in months: 72 (from the award of the contract)

5) Additional information about lots

Contract Length: 4 years plus an additional 2 years extension dependant on satisfactory performance.

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

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

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: 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: (1) Any candidate found to be guilty of serious misrepresentation in providing any information required, may be declared ineligible and not selected to continue with this procurement process.

(2) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or of the relevant State in which the candidate is established.

(3) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of taxes under the law of any part of the United Kingdom or of the relevant State in which the economic operator is established.

III.2.2. Economic and financial ability

III.2.3. Technical and professional ability

List and brief description of conditions:

(1) A statement of the technicians or technical services available to the candidate to carry out the work under the contract; or be involved in the production of goods or the provision of services under the contract; particularly those responsible for quality control, whether or not they are independent of the candidate.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

III.3.2. Information about staff responsible for the performance of the contract

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 number of candidates: 5

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

CC1 2014-2020

IV.3.2. Previous publication concerning this procedure

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: 25.10.2013

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

25.10.2013 - 12:00

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

18.11.2013

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

VI.2. Information about European Union funds

VI.3. Additional information

(MT Ref:107379)

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: The 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 allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into. Applicants have 2 working days from notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 working days before expiry of the standstill period. Such additional information should be requested from the address of the contracting authority of this contract notice. If an appeal regarding the award of a contract has not been successfully resolved the public contract regulations 2006 (SI 2006 No 5) provide aggrieved parties who have been harmed or at risk of harm by a breach of the rules to action in the high court (England, Wales and Northern Ireland). Any such action must be brought promptly. Where a contract has been entered into the court may order the setting aside of the award decision or order the authority to amend any document and may award damages. If the contract has been entered into the court may only award damages.

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

VI.5. Date of dispatch of this notice

23.9.2013