

**United Kingdom-Dorchester: Building-cleaning services**

OJ S 190/2014 03/10/2014

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Magna Housing Association Ltd

Postal address: Hollands House

Town: Dorchester

Postal code: DT1 1SW

Country: United Kingdom

For the attention of: Samantha Pirt

E-mail: [samantha.pirt@magna.org.uk](mailto:samantha.pirt@magna.org.uk)

Telephone: +44 1305214055

**Internet address(es):**General address of the contracting authority: <http://www.magna.org.uk>**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**

External window cleaning and gutter cleaning contract.

**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: Dorset, Somerset and Devon.

NUTS code UKK2 Dorset and Somerset, UKK4 Devon

**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)**

To appoint a service provider to carry out the following services:

- 1) external window cleaning to the contracting authority's houses, flats and communal areas within their residential housing sites/schemes.
- 2) external gutter cleaning, which will also include the fascias and soffits, to the contracting authority's houses, flats and communal areas within their residential housing sites/schemes.

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

90911200 Building-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 all 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**

The contracting authority proposes to establish a new contract to carry out the external cleaning services, as described in II.1.5. The sites are primarily in Dorset, but also extend into Somerset and Devon.

The services will be divided into lots as follows:

Lot 1 — external window cleaning to 102 sites across Dorset, Somerset and Devon.

Lot 2 — external gutter, fascia and soffit cleaning to 102 sites across Dorset, Somerset and Devon.

The planned contract start date is 1.4.2015 and will be awarded for a 3 year period, with the ability to extend for a further 2 year period subject to satisfactory performance against agreed Key Performance Indicators.

The process will be conducted in two stages under the restricted procedure. The first stage is a response to this notice. Once in receipt of an expression of interest a pre-qualification questionnaire (PQQ) will be issued on 24.10.2014 for completing. The closing date and time for completed PQQ's is 12:00 noon Monday 24.11.2014. Following the evaluation of the PQQ's economic operators will be selected for stage two of the process and invited to tender. The Invitation to Tender (ITT) will be sent to the economic operators selected to participate on 3.12.2014.

#### **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: 60 (from the award of the contract)

Information about lots

Lot No: 1

**1) Short description**

External window cleaning services to houses, flats and communal areas across Dorset, Somerset and Devon.

**2) CPV code(s)**

90911200 Building-cleaning services

**3) Quantity or scope**

102 sites primarily in Dorset, but some sites extend to Somerset and Devon.  
The majority of sites are between 2 and 3 storey high.  
The maximum storey high is 7 but this is the exception.

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 2

**1) Short description**

External gutter cleaning services, to also include the fascias and soffits, to houses, flats and communal areas across Dorset, Somerset and Devon.

**2) CPV code(s)**

90911200 Building-cleaning services

**3) Quantity or scope**

102 sites primarily in Dorset, but some sites extend to Somerset and Devon.  
The majority of sites are between 2 and 3 storey high.  
The maximum storey high is 7 but this is the exception.

**4) Indication about different time frame or duration**

**5) Additional information about lots**

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

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

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

All deposits and guarantees required will be set out in the tender documentation.

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

All financing conditions and payment arrangements will be set out in the tender documentation.

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

No specific legal form is required, but the contracting authority reserves the right to require a lead economic operator to undertake primary contractual liability for the contract or to require that each economic operator becomes jointly and severally responsible for the contract before acceptance.

**III.1.4. Contract performance conditions**

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

Description of particular conditions: The economic operators may be required to participate in the achievements of social/environmental policy objectives relating to and in line with the

Social Value Act 2012. Contract performance conditions may relate to the social and environmental considerations.

### **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: The economic operators interested should contact the Contact Point (Section I.1) by the deadline set out in IV.3.4. to lodge an expression of interest and request a pre-qualification questionnaire (PQQ).

The PQQ will request specific responses and information from the economic operator. The deadline for receipt of the PQQ response by the contact point is 24.11.2014.

The PQQ response will be reviewed by the contracting authority in accordance with the evaluation criteria set out in the PQQ.

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

List and brief description of conditions: This will be detailed in the tender documentation.

Minimum level(s) of standards possibly required: This will be detailed in the tender documentation.

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

List and brief description of conditions:

This will be detailed in the tender documentation.

Minimum level(s) of standards possibly required:

This will be detailed in the tender documentation.

#### **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: yes

## **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 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**

##### **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**

24.10.2014 - 12:00

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

3.12.2014

##### **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 2019.

##### **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 contracting authority shall under no circumstances be responsible for the costs or expense of any economic operator arising from the participation in this procurement.

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

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

Official name: Body of appeal is the High Court of England and Wales

Postal address: Strand

Town: London

Postal code: WC2A 2LL

Country: United Kingdom

Telephone: +44 2079476000

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

Precise information on deadline(s) for review procedures: The contracting authority will incorporate a standstill period at the point information on the award of the contract is

communicated to the economic operators. The notification will provide the full required information on the award decision and details of the person to contact should you have any queries. The standstill period, which will be for a minimum of 10 calendar days provides time for unsuccessful economic operators to challenge the award decision before the contract is entered into.

Any tenderer wishing to appeal the decision to award the contract, or after the award of the contract appeal the award of the contract, shall have the rights set out in the Public Contracts Regulations 2006.

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

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

29.9.2014