

United Kingdom-Coventry: School cleaning services

OJ S 190/2016 01/10/2016

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Hereward College
Postal address: Bramston Crescent, Tile Hill Lane
Town: Coventry
NUTS code: UKG33 Coventry
Postal code: CV4 9SW
Country: United Kingdom
Contact person: The Litmus Partnership Ltd
E-mail: pqq@litmuspartnership.co.uk
Telephone: +44 1276673880
Internet address(es):
Main address: <http://www.hereward.ac.uk>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: http://www.litmuspartnership.co.uk/project/hereward_college_cleaning_services
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

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Hereward College — 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

Hereward is a College for young people with disabilities and additional needs, based in Coventry. Since 1971 Hereward College have been offering inclusive provision and specialist facilities for both day and residential learners with complex disabilities and learning difficulties. 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 Hereward College. The high quality service levels proposed, should maintain excellent standards throughout, resulting in a pleasant environment for both the students 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 College 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.

II.1.5. Estimated total value

Value excluding VAT: 450 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.3. Place of performance

NUTS code: UKG33 Coventry

Main site or place of performance: Hereward College Coventry United Kingdom.

II.2.4. Description of the procurement

The contract being tendered is for three years in duration from 20.2.2017 until 19.2.2020 and will be fixed price in nature, with the Contractor invoicing the Client for one-twelfth 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.

At present cleaning operatives are employed to 261 hours per week, Monday to Friday, which includes a Contract Supervisor undertaking cleaning and non-cleaning duties. There is also a cleaner present in College during the day.

The value of the current contract is circa 150 000 GBP + VAT which includes:

- Daily cleaning
- Window cleaning 2 x per annum
- Kitchen deep cleaning 1 x per annum and ductwork cleaning 2 x per annum
- The cleaning of all residential blocks and the Lodge
- Window cleaning twice per annum
- Carpet / soft furnishing shampooing as required
- The cleaning of all computers
- Special event cleaning for lettings / parents evenings as required ~ approximately 10 days per annum
- Internal and external litter picking to be completed by on site manager / supervisor at peak times within the College, to ensure that all areas remain free of litter
- External Multi Use Games Area ~ sweep and wash with neutral detergent, 2 x per annum
- All periodic duties

Whilst the College prioritises value for money as a key objective of the Competitive Tender Process, the Governing body is not obliged to accept the lowest price.

The College's objectives:

- To build upon the already improved standards of cleanliness within the College
- To receive a service that complies with the service standards
- To receive consistently high quality cleaning standards, via a motivated and fully staffed workforce
- To generate an improved learning environment for all students, within the College
- To receive pro-active 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

Value excluding VAT: 450 000,00 GBP

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

Start: 20/02/2017 End: 19/02/2020

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

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

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: 28/10/2016 Local time: 12:00

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

Date: 11/11/2016

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

English

Section VI: Complementary information

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, 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/hereward_college_cleaning_services

The closing date for receipt of the Pre-Qualification Questionnaire is 28.10.2016 (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, 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, 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: Hereward College

Town: Coventry

Country: United Kingdom

VI.4.2. Body responsible for mediation procedures

Official name: Hereward College

Town: Coventry

Country: United Kingdom

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

Official name: Hereward College

Town: Coventry

Country: United Kingdom

VI.5. Date of dispatch of this notice

26/09/2016