

**United Kingdom-Maidstone: Cleaning services**

**OJ S 202/2016 19/10/2016**

**Contract notice**

**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: The Kent Police and Crime Commissioner

Postal address: Kent Police Headquarters, Sutton Road

Town: Maidstone

NUTS code: UK United Kingdom

Postal code: ME15 9BZ

Country: United Kingdom

Contact person: Diane Underhill

E-mail: [procurementservices@kent.pnn.police.uk](mailto:procurementservices@kent.pnn.police.uk)

Telephone: +44 1622690690

Fax: +44 1622690690

**Internet address(es):**

Main address: [www.kent.police.uk](http://www.kent.police.uk)

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: [www.kentpolice.bravosolution.co.uk](http://www.kentpolice.bravosolution.co.uk)

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: [www.kentpolice.bravosolution.co.uk](http://www.kentpolice.bravosolution.co.uk)

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**

Public order and safety

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**Section II: Object**

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

**II.1.1. Title**

Provision of Cleaning Services.

Reference number: 2016/012

**II.1.2. Main CPV code**

90910000 Cleaning services

**II.1.3. Type of contract**

Services

#### **II.1.4. Short description**

This OJEU contract notice is giving notice of the procurement of a framework agreement with one supplier by the Contracting Authority for the provision of comprehensive office and hygiene cleaning services to the Contracting Authority and the other Participating Bodies (as detailed in section II.2.14). This includes police stations, fire stations, residential colleges, office space and custody suites. The contract will also cover emergency cleaning services 24/7/365 for items such as custody cells and police vehicles on an ad-hoc basis. Also required are wash room supplies, laundry, sanitary bin & clinical waste services.

The Contracting Authority wishes to make the framework agreement available to itself and the other Participating Bodies. The term of the framework agreement will be 4 years and call-off contracts awarded pursuant to the framework agreement will have an initial term of 3 years with potential extensions for a further 2 years (by way of 1 or more additional periods).

#### **II.1.5. Estimated total value**

Value excluding VAT: 23 000 000,00 GBP

#### **II.1.6. Information about lots**

This contract is divided into lots: no

### **II.2. Description**

#### **II.2.2. Additional CPV code(s)**

90911200 Building-cleaning services, 33761000 Toilet paper, 90911300 Window-cleaning services, 33763000 Paper hand towels, 90919200 Office cleaning services, 90524100 Clinical-waste collection services, 90524200 Clinical-waste disposal services, 90911100 Accommodation cleaning services, 90900000 Cleaning and sanitation services

#### **II.2.3. Place of performance**

NUTS code: UKJ4 Kent

NUTS code: UKH East of England

Main site or place of performance: Various police and fire properties within the East of England and Kent.

#### **II.2.4. Description of the procurement**

The Contracting Authority wishes to make the framework agreement available to the Participating Bodies (as detailed in section II.2.14). Accordingly it is the intention that all the Participating Bodies should be able to rely on this procurement to purchase such services without the need for any further procurement process. Full details of the exact services constituting the services appear in the procurement documents, as well as details of the mechanisms to be used by the Participating Bodies to place orders for the services ('Call-Off Contracts') under the framework agreement.

It is currently anticipated that Call-Off Contracts will initially be required by Kent Police, Essex Police and Kent Fire and Rescue Service. The total area to be serviced by these three organisations is currently estimated to be in the region of 170 000 m<sup>2</sup>

Should Participating Bodies seek to use the framework agreement within the duration of the framework

agreement, this would be under the terms of the Call-Off Contract provided within the framework agreement and the same terms and conditions as the rest of the contract. The specific details of the scope of the estate required to be serviced would be detailed at that point.

No guarantee or warranty is given as to the nature or volume, if any, of the services or the number of call-offs, if any, under the Framework Agreement. It should also be noted that in

addition to any change in the structure or identity of the Contracting Authority and/or the Participating Bodies in the event of any re-structuring, this procurement and/or any Framework Agreement awarded will pass to successor authorities to the Contracting Authority and the Participating Authorities as relevant and appropriate.

It is for those invited to participate in dialogue to satisfy themselves of the position, but it is the initial view of the Contracting Authority that the Transfer of Undertakings (Protection of Employment) Regulations 2006 (as amended) will apply to the Call-Off Contracts awarded pursuant to the framework agreement.

Economic operators shall be solely responsible for all costs and expenses they incur in connection with participating in this procurement and under no circumstances will the Contracting Authority, or any of its advisers, be liable for any costs or expenses borne by any economic operator or its associated relevant organisations or any of its or advisers in this process whether the economic operator is successful or otherwise.

#### **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: 23 000 000,00 GBP

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

Duration in months: 48

This contract is subject to renewal: no

#### **II.2.9. Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 10 Objective criteria for choosing the limited number of candidates:

Suitability assessment documentation.

#### **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**

The Participating Bodies are: The Kent Police and Crime Commissioner, The Police and Crime Commissioner for Essex, Kent Fire and Rescue Service, Essex Fire and Rescue Service, The Police and Crime Commissioner for Bedfordshire, The Police and Crime Commissioner for Hertfordshire, The Police and Crime Commissioner for Cambridgeshire and Bedfordshire Fire and Rescue Service.

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

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#### **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:

Tenderers will be required to complete a Suitability assessment which the Kent Police & Crime Commissioner will use to evaluate suppliers economic and financial standing, technical capacity and

ability to ensure they meet the Kent Police and Crime Commissioner's minimum requirements.

This will

include, but not be limited to; name, address, telephone number, contact details, status (sole trader, partnership,

private or public company) together with the length of trading, parent or holding company details and other

subsidiary companies within the group (if applicable). Tenderers instructions on how to express interest in this

Tender:

1. Register your company on the eSourcing portal (this is only required once): Browse to the eSourcing Portal:

<https://kentpolice.bravosolution.co.uk> and click the link to register, accept the terms and conditions and click

'continue', enter your correct business and user details, note the username you chose and click 'Save' when

complete, you will shortly receive an email with your unique password (please keep this secure).

2. Express an Interest in the tender: Login to the portal with the username/password, click the 'PQQs/ITTs

Open To All Suppliers' link. (These are Suitability Assessment documents or Invitations to Tender open to any

registered supplier), click on the relevant PQQ/ITT to access the content, click the 'Express Interest' button in

the 'Actions' box on the left-hand side of the page, this will move the PQQ/ITT into your 'My PQQs/My ITTs'

page. (This is a secure area reserved for your projects only), you can now access any attachments by clicking the 'settings and buyer attachments' in the 'Actions' box.

3. Responding to the tender: You can now choose to 'Reply' or 'Reject' (please give a reason if rejecting),

you can now use the 'Messages' function to communicate with the buyer and seek any clarification, note the

deadline for completion, then follow the on-screen instructions to complete the PQQ/ITT, there may be a mixture

of on-line & off-line actions for you to perform (there is detailed on-line help available). You must then publish

your reply using the publish button in the 'Actions' box on the left-hand side of the page, If you require any further assistance please consult the on-line help or contact the e-Tendering help-desk.

### **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**

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#### **IV.1. Description**

##### **IV.1.1. Type of procedure**

Competitive procedure with negotiation

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

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

##### **IV.1.4. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

##### **IV.1.5. Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

##### **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: 14/11/2016 Local time: 09:00

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

Date: 12/12/2016

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

English

##### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 20/02/2017

#### **Section VI: Complementary information**

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##### **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: The High Court of Justice

Postal address: Royal Courts of Justice, The Strand

Town: London

Postal code: WC2A 2LL

Country: United Kingdom

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

Official name: The High Court of Justice

Postal address: Royal Courts of Justice, The Strand

Town: London

Postal code: WC2A 2LL

Country: United Kingdom

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

14/10/2016