

United Kingdom-Birmingham: Accommodation, building and window cleaning services

OJ S 242/2014 16/12/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Sandwell and West Birmingham Hospitals NHS Trust

Postal address: City Hospital, Dudley Road

Town: Birmingham

Postal code: B18 7QH

Country: United Kingdom

For the attention of: Daniel O'Sullivan

E-mail: daniel.osullivan@nhs.net

Telephone: +44 1215074647

Fax: +44 1215074961

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

Health

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**

Provision of a window cleaning service.

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: Birmingham and West Bromwich.

NUTS code UKG31 Birmingham

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)

Sandwell and West Birmingham Hospitals NHS Trust are looking to appoint a contractor for the provision of a window cleaning service to encompass all Trust premises. The hospital sites are City Hospital, Sandwell General Hospital, Leasowes Intermediate Care Centre, Rowley Regis Hospital and the Transport Department. The premises themselves vary from a 5-storey ward block to single storey buildings.

II.1.6. CPV code(s)

90911000 Accommodation, building and window 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: 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

II.2.2. Information about options

II.2.3. Information about renewals

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

Duration in months: 36 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Deposits and guarantees required: A bond or Parent Company Guarantee may be required in certain circumstances.

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

Joint and several liability.

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: Information and formalities necessary for evaluating if requirements are met:

- (a) is bankrupt or is being wound up, where his affairs; Are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;
- (b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;
- (c) has been convicted by a judgement which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct;
- (d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can demonstrate;
- (e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
- (f) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
- (g) is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information; (h) has been the subject of a conviction for participation in a criminal organisation, as defined in Article 2(1) of Council Joint Action 98/733 /JHA;
- (i) has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26.5.1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively;
- (j) has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;
- (k) has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10.6.1991 on prevention of the use of the financial system for the purpose of money laundering.

Any supplier may be disqualified who does not respond to the following in the requisite manner:

1) Entering General PQQ Supplier Information and Expressing an Interest in This Procurement. (name of NHS organisation) utilizes the NHS Supplier Information Database (sid4health) to manage and assess general pre-qualification information in the form of a profile. Candidates are requested to provide their profile in sid4health as follows:

- i) Candidates must obtain a Dun & Bradstreet (D&B) D-U-N-S(R) Number to enable registration on sid4health. This normally is provided within 48 hours but may take up to 5 days, so please ensure this step is completed as soon as possible. The D-U-N-S(R) Number is the standard supplier coding for the NHS and must be obtained for use in all trading with the NHS. Check to see if your company has a D-U-N-S(R) Number on the Sid4health registration page. The D-U-N-S(R) Number registration turnaround time quoted is for UK subjects. Non UK subjects (businesses registered outside of the UK), should use www.dnb.com and choose the country in which the business is registered from the selection at the top of the Home page and then search for DUNS request form. If unable to find a DUNS request form please contact the local Customer Services team. Turnaround times will vary from country to country;
- ii) Candidates must go to the following web page www.sid4health.nhs.uk If not already registered on sid4health, select Register supplier organisation on the left of the page. Key in details as shown to search for your D-U-N-S(R) Number. If you are not on their database click on the link at the bottom of the page to obtain a number from D&B;
- iii) Once registration has been processed by the Sid4health administrator, access the Profile Management area and create and validate and publish your Sid4health company profile.

(Candidates must publish at least one validated profile to make their profile available for buyers to view generally — see the Help page on Sid4health within Profile Management for more details);

iv) Candidates should ensure all the mandatory fields of their Sid4health profile are completed. Failure to comply with the completion of all mandatory fields could result in elimination from the procurement process at this PQQ stage. D&B data will be supplied automatically by D&B;

v) Once a candidate has ensured that all the required fields are completed for this PQQ and the profile has been validated. They must add the profile to the Request to Participate list ID (trust to enter here system-generated number) and name (trust to enter rtp list name), in order to express an interest in this procurement. Select 'View all request to participate lists' on the left menu and search/select from this list. Select the Join button to the right of the list and then select the validated profile to allocate to this procurement (you may have more than one validated profile as you may have different information held against your profile for different procurements);

vi) Where access to Sid4health is unavailable, please contact the sid4health Help-desk at: help@sid4health.nhs.uk

III.2.2. Economic and financial ability

List and brief description of conditions: Information and formalities necessary for evaluating if requirements are met:

(a) appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance;

(b) the presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established;

(c) a statement of the undertaking's overall turnover and where appropriate, of turnover in the area covered by the contract for a maximum of the last 3 financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available. Minimum level(s) of standards possibly required: Average turnover for the past 3 years is 3 times greater than the average annual estimated contract value.

III.2.3. Technical and professional ability

List and brief description of conditions:

Information and formalities necessary for evaluating if requirements are met:

(a) a list of the works carried out over the past five years, accompanied by certificates of satisfactory execution for the most important works. These certificates shall indicate the value, date and site of the works and shall specify whether they were carried out according to the rules of the trade and properly completed where appropriate, the competent authority shall submit these certificates to the contracting authority direct;

(b) a list of the principal deliveries effected or the main services provided in the past 3 years, with the sums, dates and recipients, whether public or private, involved. Evidence of delivery and services provided shall be given:

— where the recipient was a contracting authority, in the form of certificates issued or countersigned by the competent authority,

— where the recipient was a private purchaser, by the purchaser's certification or, failing this, simply by a declaration by the economic operator.

(c) an indication of the technicians or technical bodies involved, whether or not belonging directly to the economic operator's undertaking, especially those responsible for quality control and, in the case of public works contracts, those upon whom the contractor can call in order to

carry out the work;

(d) a description of the technical facilities and measures used by the supplier or service provider for ensuring quality and the undertaking's study and research facilities;

(f) the educational and professional qualifications of the service provider or contractor and/or those of the undertaking's managerial staff and, in particular, those of the person or persons responsible for providing the services or managing the work;

(g) for public works contracts and public services contracts, and only in appropriate cases, an indication of the environmental management measures that the economic operator will be able to apply when performing the contract;

(h) a statement of the average annual manpower of the service provider or contractor and the number of managerial staff for the last 3 years;

(i) a statement of the tools plant or technical equipment available to the service provider or contractor for carrying out the contract;

(j) an indication of the proportion of the contract which the services provider intends possibly to subcontract;

(k) with regard to the products to be supplied:

(i) samples, descriptions and/or photographs, the authenticity of which must be certified if the contracting authority so requests;

(ii) certificates drawn up by official quality control institutes or agencies of recognised competence attesting the conformity of products clearly identified by references to specifications or standards. Candidates wishing to be considered for this contract must also send a separate expression of interest in writing (i.e. by letter, fax or email) to the Contracting Authority's address stated in section I.1 of this notice and should be received by the Contracting Authority no later than the closing date stated in this notice.

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

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

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

23.1.2015

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

6.3.2015

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

This is a recurrent procurement: no

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

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Precise information on deadline(s) for lodging appeals: The Trust 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 the notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 working days before the expiry of the standstill period.

Such additional information should be required from the Chief Executive's office, City Hospital. If an appeal regarding the award of a contract has not been successfully resolved the Public Contracts Regulations 2006 (SI 2006 No 5) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court

(England, Wales and Northern Ireland). Any such action must be brought promptly (generally within 3 months). Where a contract has not 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

11.12.2014