

**United Kingdom-Hemel Hempstead: Cleaning services**

**OJ S 249/2013 24/12/2013**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Hightown Praetorian & Churches Housing Association

Postal address: Hightown House, Maylands Avenue

Town: Hemel Hempstead

Postal code: HP2 4XH

Country: United Kingdom

Contact person: Procurement

For the attention of: Mark Salmon

E-mail: [procurement@hpcha.org.uk](mailto:procurement@hpcha.org.uk)

Telephone: +44 1442292300

Fax: +44 1442215978

**Internet address(es):**

General address of the contracting authority: [www.hpcha.org.uk](http://www.hpcha.org.uk)

Address of the buyer profile: [http://www.mytenders.org/search/Search\\_AuthProfile.aspx?ID=AA0119](http://www.mytenders.org/search/Search_AuthProfile.aspx?ID=AA0119)

**Additional information can be obtained from:**

Official name: Hightown Praetorian & Churches Housing Association

Postal address: Hightown House, Maylands Avenue

Town: Hemel Hempstead

Postal code: HP2 4XH

Country: United Kingdom

Contact person: Procurement

For the attention of: Mark Salmon

E-mail: [procurement@hpcha.org.uk](mailto:procurement@hpcha.org.uk)

Telephone: +44 1442292300

Fax: +44 1442215978

Internet address: [www.hpcha.org.uk](http://www.hpcha.org.uk)

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Hightown Praetorian & Churches Housing Association

Postal address: Hightown House, Maylands Avenue

Town: Hemel Hempstead

Postal code: HP2 4XH

Country: United Kingdom

Contact person: Procurement

For the attention of: Mark Salmon

E-mail: [procurement@hpcha.org.uk](mailto:procurement@hpcha.org.uk)

Telephone: +44 1442292300

Fax: +44 1442215978

Internet address: [www.hpcha.org.uk](http://www.hpcha.org.uk)

**Tenders or requests to participate must be submitted:** Official name: Hightown Praetorian & Churches Housing Association  
Postal address: Hightown House, Maylands Avenue  
Town: Hemel Hempstead  
Postal code: HP2 4XH  
Country: United Kingdom  
Contact person: Procurement  
For the attention of: Mark Salmon  
E-mail: [procurement@hpcha.org.uk](mailto:procurement@hpcha.org.uk)  
Telephone: +44 1442292300  
Fax: +44 1442215978  
Internet address: [www.hpcha.org.uk](http://www.hpcha.org.uk)

**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

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**Section II: Object of the contract**

**II.1. Description**

**II.1.1. Title attributed to the contract by the contracting authority**

Communal Cleaning & Window Cleaning Services.

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

Services

Service category No 1: Maintenance and repair services

Main site or place of performance: Herts, Beds and Bucks.

NUTS code UKH2 Bedfordshire and Hertfordshire

**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)**

This contract is for the communal cleaning and window cleaning of various schemes in Herts, Beds and Bucks. The tender has been split into two geographical lots and tenderers can bid for one or more lots. The contract is due to commence in May 2014 and run for a period of three years with an additional year subject to satisfactory performance.

The cleaning required will incorporate routine cleaning which will be stipulated within the tender specification. Tenders should also note that TUPE will apply.

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

90910000 Cleaning services, 90911300 Window-cleaning services, 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 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**

**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: 36 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Communal Cleaning & Window Cleaning Services

**1) Short description**

Communal Cleaning & Window Cleaning Services.

**2) CPV code(s)**

90910000 Cleaning services, 90911300 Window-cleaning services

**3) Quantity or scope**

Communal Cleaning & Window Cleaning Services.

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

**5) Additional information about lots**

Lot No: 2

Lot title: Communal Cleaning & Window Cleaning Services

**1) Short description**

Communal Cleaning & Window Cleaning Services.

**2) CPV code(s)**

90910000 Cleaning services, 90911300 Window-cleaning services

**3) Quantity or scope**

Communal Cleaning & Window Cleaning Services.

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

**5) Additional information about lots**

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

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**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**

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

List and brief description of conditions: (1) All candidates will be required to provide a reference from their bank.

(2) All candidates will be required to provide evidence of relevant professional risk indemnity insurance.

(3) All candidates will be required to provide statements of accounts or extracts from those accounts relating to their business.

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

### **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**

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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**

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- IV.3.1. File reference number attributed by the contracting authority**
- IV.3.2. Previous publication concerning this procedure**
- IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**
- IV.3.4. Time limit for receipt of tenders or requests to participate**  
27.1.2014 - 12:00
- IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**  
10.2.2014
- 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**
- VI.2. Information about European Union funds**
- VI.3. Additional information**

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender.  
(MT Ref:111452)
- VI.4. Procedures for review**
  - VI.4.1. Review body**
  - VI.4.2. Review procedure**
  - VI.4.3. Service from which information about the review procedure may be obtained**
- VI.5. Date of dispatch of this notice**  
20.12.2013