

United Kingdom-London: Cleaning services

OJ S 241/2016 14/12/2016

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: London School of Hygiene and Tropical Medicine

Postal address: Keppel Street

Town: London

NUTS code: UKI London

Postal code: WC1E 7HT

Country: United Kingdom

Contact person: The Litmus Partnership Ltd

E-mail: pqq@litmuspartnership.co.uk

Telephone: +44 1276-673880

Internet address(es):

Main address: <http://www.lshtm.ac.uk/>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: [https://www.litmuspartnership.co.uk/project](https://www.litmuspartnership.co.uk/project/london_school_of_hygiene_tropical_medicine_cleaning_services)

[/london_school_of_hygiene_tropical_medicine_cleaning_services](https://www.litmuspartnership.co.uk/project/london_school_of_hygiene_tropical_medicine_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

London School of Hygiene & Tropical Medicine — Tender for Cleaning and Porterage Services.

II.1.2. Main CPV code

90910000 Cleaning services

II.1.3. Type of contract

Services

II.1.4. Short description

The successful tenderer will be required to provide cleaning and portering services to the London School of Hygiene and Tropical Medicine (LSHTM).

The London School of Hygiene and Tropical Medicine is a world-leading centre for research and post-graduate education in public and global health, with over 4,000 students and more than 1,000 staff working in 100 countries. Our mission is to improve health and health equity in the UK and worldwide; working in partnership to achieve excellence in public and global health research, education and translation of knowledge into policy and practice.

There is approximately 1 000 full time students, 3 000 distance learner students and 1 000 students on short courses.

II.1.5. Estimated total value

Value excluding VAT: 1 750 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

98341120 Portering services

II.2.3. Place of performance

NUTS code: UKI London

Main site or place of performance: London School of Hygiene and Tropical Medicine London United Kingdom.

II.2.4. Description of the procurement

The School currently operates out of 5 properties within a one-mile radius in Bloomsbury, London. The Estate accommodation gross internal area is 27,000m² and net internal area 18,213m².

The current cleaning service provision at LSHTM has not been market tested in recent years and to ensure Best Value principles are applied the School have made a decision to tender the cleaning service. The current cleaning operation is partly run by Kingdom (previously Ocean) and the remainder by LSHTM.

The value of the contract operated by Kingdom is circa 350 000 GBP per annum and it is intended that the initial contract shall run for a period of 3 years.

For the avoidance of doubt TUPE Regulations will apply to this contract.

The successful contractor will be expected to deliver a concise and detailed method of management reporting at the end of each month, thus updating the senior management team within the School on contract performance. It is imperative that an open book policy is offered to ensure the School has total clarity on both operational and financial performance.

The College is seeking both innovation and the application of current cleaning techniques and up-to-date equipment within the tender submissions and would expect as a result of this to be able to identify 'best value' principles and work in partnership with the chosen contractor going forward.

The College has set key objectives which should be focused upon throughout the tender process. They are:

Ongoing savings year-on-year during the contract term.

The contract will be for 3 years initially, with the option of a 2 year extension, depending on operational and financial performance.

The School is ISO 14001 and EcoCampus Platinum certified, it is important that any contractor to be similarly certified.

The School is committed to ensuring that the London living wage is paid to all staff.
Review / suggestions to improve work methodology; suggestions to improve the efficiency of service.

Due to the high percentage of hard flooring throughout the LSHTM it is believed specialist equipment will be required to maintain a high standard of cleanliness throughout.
Recommendations and investment of this equipment should be included within the financial submission of the tender document.

The successful contractor must deliver a consistently, high standards of cleanliness across the LSHTM.

A reconciliation will take place monthly to reconcile the actual operating financial result to allow LSHTM to see how the cleaning operation is performing financially. Any banked hours will be accrued and used to cover additional periodic cleans or credited back to LSHTM at the end of each financial year.

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: 1 750 000,00 GBP

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

Start: 01/08/2017 End: 31/07/2022

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: 5Maximum number: 10Objective 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: 13/01/2017 Local time: 12:00

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

Date: 27/01/2017

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 selection 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 selection questionnaire and associated documents can be obtained at: http://www.litmuspartnership.co.uk/project/london_school_of_hygiene_tropical_medicine_cleaning_services

The closing date for receipt of the Selection Questionnaire is 13.1.2017 (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 Selection 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 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: London School of Hygiene and Tropical Medicine
Town: London
Country: United Kingdom

VI.4.2. Body responsible for mediation procedures

Official name: London School of Hygiene and Tropical Medicine
Town: London
Country: United Kingdom

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

Official name: London School of Hygiene and Tropical Medicine
Town: London
Country: United Kingdom

VI.5. Date of dispatch of this notice

09/12/2016