

**United Kingdom-Tonbridge: School cleaning services**  
**OJ S 215/2019 07/11/2019**  
**Contract award notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Tonbridge Grammar School  
Postal address: Deakin Leas  
Town: Tonbridge  
NUTS code: UKJ4 Kent  
Postal code: TN9 2JR  
Country: United Kingdom  
E-mail: [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk)  
Telephone: +44 1276-673880  
**Internet address(es):**  
Main address: <https://www.tgs.kent.sch.uk/>

**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

Education

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**Section II: Object**

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

**II.1.1. Title**

Tonbridge Grammar School — 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**

Tonbridge Grammar School is a high achieving selective grammar school with academy status, educating girls between the ages of 11 and 16 and girls and boys in the sixth form. As an International Baccalaureate (IB) World School, we blend the best of a traditional curriculum with the principles and ethos of the IB Organisation. The school prepares students for GCSEs and the International Baccalaureate Diploma.

The school opened in 1905 and is situated in 5 acres in Deakin Leas, Tonbridge. We are well resourced with modern facilities. The hands building was opened in 2009 and offers state-of-the-art classrooms, a drama and dance studio and a sports hall. The IBarn, a dedicated sixth form study centre, was opened in September 2015, and in 2018 construction was completed

for a full size all-weather hockey pitch, 100 m sprint track and cricket practice nets to bring our outdoor facilities up to the very latest standards for competitive sports.

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

This contract is divided into lots: no

#### **II.1.7. Total value of the procurement**

Value excluding VAT: 324 008,20 GBP

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

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

NUTS code: UKJ4 Kent

Main site or place of performance: Tonbridge Grammar School, Kent, UNITED KINGDOM.

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

The tender project is seeking to appoint a contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities for the 1 165 students on roll and 102 teaching and support staff, the school would wish the successful contractor to review the current provision of cleaning services offered and make recommendations accordingly. The contract being tendered is for 3 years in duration from 1.11.2019 to 3.10.2022, and will operate as a guaranteed performance contract, with the successful contractor offering the school a guaranteed return/cost per annum for the provision of cleaning services.

We require the services of a competent and professional outsourced cleaning provider who can provide effective cleaning solutions to our schools. This includes daily cleaning and out of term deep cleaning, for spaces including, but not limited to teaching, office, circulation, sports and rest room spaces. The supplier shall establish effective management and operational level communication systems at all levels regarding the cleaning service with the school. In addition, the provider will also be responsible for all legal and health and safety and safety requirements in delivering the services.

The school year is based on a calendar of 39 weeks/195 days. Additional cleaning will be required for certain holiday periods, commensurate with any activities taking place on the school site. (i.e. Easter and summer activity camps, which currently run for 6 weeks p.a.). This additional cleaning is specific to certain areas and not for the whole site.

The contract offered covers the scope for the provision of all cleaning services within the school, which currently include: washrooms, changing rooms (x 4), classrooms, circulation areas, dining hall and 2 x further eating areas, main school hall, sports hall (floor only), dance studio (c/w mirrors), staff workrooms, medical room, food technology room, offices and main reception. Total cleanable interior floor space has been calculated at 10 103 m<sup>2</sup>, divided into 4 separate facilities on the school site. For a virtual tour of the school facilities click on the below link.

<https://www.tgs.kent.sch.uk/virtual-tour>

The core cleaning shift will be required Mon-Fri 3 p.m. – 9 p.m.. In addition to the cleaning duties, it will be a requirement of the cleaning supervisor to lock and secure the site every weekday evening. If there should be either a school event or an external letting taking place, the school's facilities and estates dept. will undertake this.

The school would also like the cleaning contractor to provide an annual window cleaning service for the site as an additional chargeable service.

Whilst the school prioritises value for money as a key objective of the competitive tender process, the Governing Body is not obliged to accept the lowest price.

Tonbridge Grammar school expects the successful contractor to enable the continued development of cleaning services. As a school who are continually seeking ways to improve

and develop the ethos and learning environment for students and staff, the school expects the successful tenderer to evidence, through their bid, how they shall support and complement its values and support the principles of the school. The school does have a keen interest in reducing the amount of non-recyclable waste generated on a daily basis and will expect any tender to include details of environmental initiatives.

Please be advised that this contract will be awarded on a 3 + 2 years basis.

Further information is provided in the SQ and tender documentation.

#### **II.2.5. Award criteria**

Quality criterion - Name: Cleaning service delivery / Weighting: 20

Quality criterion - Name: Management / Weighting: 10

Quality criterion - Name: People / Weighting: 10

Quality criterion - Name: Service development / Weighting: 10

Quality criterion - Name: Compliance and cultural fit / Weighting: 10

Cost criterion - Name: Finance / Weighting: 40

#### **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 IV: Procedure**

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#### **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.2.1. Previous publication concerning this procedure**

Notice number in the OJ S: [2019/S 066-154930](#)

##### **IV.2.8. Information about termination of dynamic purchasing system**

##### **IV.2.9. Information about termination of call for competition in the form of a prior information notice**

### **Section V: Award of contract**

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#### **Title:**

Tonbridge Grammar School — Tender for Cleaning Services

A contract/lot is awarded: yes

#### **V.2. Award of contract**

**V.2.1. Date of conclusion of the contract**

07/10/2019

**V.2.2. Information about tenders**

Number of tenders received: 7

The contract has been awarded to a group of economic operators: no

**V.2.3. Name and address of the contractor**

Official name: Town and Country Cleaners Ltd

Town: Canterbury

NUTS code: UKJ4 Kent

Country: United Kingdom

The contractor is an SME: yes

**V.2.4. Information on value of the contract/lot**

Total value of the contract/lot: 324 008,20 GBP

**V.2.5. Information about subcontracting**

**Section VI: Complementary information**

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**VI.3. Additional information**

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Tonbridge Grammar School

Town: Tonbridge

Country: United Kingdom

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

05/11/2019