

This notice in TED website: <https://ted.europa.eu/udl?uri=TED:NOTICE:586915-2020:TEXT:EN:HTML>

**United Kingdom-Swindon: Sewage, refuse, cleaning and environmental services  
2020/S 237-586915**

**Contract notice**

**Services**

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

**I.1) Name and addresses**

Official name: UK Research and Innovation  
Postal address: Polaris House  
Town: Swindon  
NUTS code: UKK14 Swindon  
Postal code: SN2 1FL  
Country: United Kingdom  
Contact person: FM Procurement  
E-mail: [fmprocurement@uksbs.co.uk](mailto:fmprocurement@uksbs.co.uk)  
Telephone: +44 1793867005

**Internet address(es):**

Main address: [www.uksbs.co.uk](http://www.uksbs.co.uk)

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://uksbs.delta-esourcing.com/>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://uksbs.delta-esourcing.com/>

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**

Other activity: Public Procurement

**Section II: Object**

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

**II.1.1) Title:**

FM20062 — Provision of Cleaning, Window Cleaning and Pest Control at UK Astronomy Technology Centre  
Reference number: FM20062

**II.1.2) Main CPV code**

90000000 Sewage, refuse, cleaning and environmental services

**II.1.3) Type of contract**

Services

**II.1.4) Short description:**

UK SBS wishes to establish a contract for the appointment of a contractor who will work collaboratively with UK Research and Innovation (UKRI, Science and Technology Facilities Council (the Contracting Authority) with a view to providing cleaning, window cleaning and pest control services at the UK Astronomy Technology Centre based at the Royal Observatory, Edinburgh.

UK SBS is managing this procurement process in accordance with the Public Contracts Regulations 2015 (as may be amended from time to time), (the 'Regulations').

This is a services contract being procured under the OJEU open procedure regulations.

The range of Soft FM services included in this procurement include office cleaning, pest control and window cleaning.

See section I.3) for access to procurement documentation.

II.1.5) **Estimated total value**

Value excluding VAT: 340 000.00 GBP

II.1.6) **Information about lots**

This contract is divided into lots: no

II.2) **Description**

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

90911000 Accommodation, building and window cleaning services

90922000 Pest-control services

90910000 Cleaning services

II.2.3) **Place of performance**

NUTS code: UKM75 Edinburgh, City of

Main site or place of performance:

Royal Observatory Edinburgh, Blackford Hill, Edinburgh, EH9 3HJ.

II.2.4) **Description of the procurement:**

UK SBS wishes to establish a contract for the appointment of a contractor who will work collaboratively with UK Research and Innovation (UKRI, Science and Technology Facilities Council (the Contracting Authority) with a view to providing cleaning services, window cleaning and pest control at the UK Astronomy Technology Centre based at the Royal Observatory, Edinburgh.

UK SBS is managing this procurement process in accordance with the Public Contracts Regulations 2015 (as may be amended from time to time), (the 'Regulations').

This is a Services Contract being procured under the OJEU open procedure regulations.

Overview

The range of Soft FM services included in this procurement are integral to supporting a quality, safe working environment and the effective running of operations at the STFC. This procurement aims to contract Soft FM services to one provider who shall deliver these services to UK ATC.

Routine cleaning

All areas of the site are cleaned to BICS Standard II except for toilets, shower rooms, kitchens and vending areas which are cleaned to BICS Hygiene Standard. Routine cleaning of touchpoints throughout all buildings must also be carried out due to Covid-19. This specification sets out the frequency that must be completed,

bearing in mind the need for STFC to provide Routine Cleaning in the most cost-effective way, with the desired outcome standard.

Cleaning standards

The standards required on completion of any cleaning activity are as specified in BICS Outcome Criteria which are included as Appendix 4.

Cleaning regime

Cleaning has previously been carried out between 7.30 and 11.30, Monday to Friday, but due to Covid-19 there is now a requirement for toilets, kitchenettes and touchpoints to be cleaned throughout the day (7.30 to 17.00, Mon-Fri) and this should be taken into account when looking at staff levels and the cleaning schedule. Bidders are to price based on 7.30 to 17.30 Mon-Fri.

Pest control

The service provider will provide a pest control service for the buildings in order to keep them free from rodents, birds, insects and other pests. Maintenance of pest control devices should also be included where applicable.

This should be a minimum of 8 visits annually.

Window cleaning and internal glazing

The service provider is to carry out the cleaning of windows and internal glazing (this is to include sills and window frames) across the whole site at least twice per annum. The cost of providing any specialist access equipment, method statements, and trained personnel shall be included in the contract price.

A brief summary of the requirement has been provided above, please ensure you review all additional appendices for full details of this requirement. All additional appendices can be found within Stage 1: Overview Section on the Delta eSourcing Portal.

See section I.3) for access to procurement documentation.

II.2.5) **Award criteria**

Criteria below

Quality criterion - Name: Quality / Weighting: 75

Price - Weighting: 25

II.2.6) **Estimated value**

Value excluding VAT: 340 000.00 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.2.10) **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**

**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**

Open 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: no

##### **IV.2) Administrative information**

###### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date: 18/01/2021

Local time: 10:00

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

###### **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**

Duration in months: 3 (from the date stated for receipt of tender)

###### **IV.2.7) Conditions for opening of tenders**

Date: 18/01/2021

Local time: 11:00

Place:

Electronically via Delta eSourcing Portal.

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

##### **VI.1) Information about recurrence**

This is a recurrent procurement: no

##### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

##### **VI.3) Additional information:**

All submissions will be assessed in accordance with the Public Contracts Regulations 2015, for procurement values that exceed Regulation 5 (Threshold amounts) Responses must be received by the date in the tender documentation; responses received outside of the deadline or not sent via the Delta eSourcing portal will not be accepted or considered further for this opportunity.

As a user of the Delta eSourcing Portal you will have access to the Delta messaging service which facilitates all messages sent to you and from you in relation to any specific tender event. Please note it is your responsibility to access these messages on a regular basis to ensure you have sight of all relevant information applicable to his opportunity.

The contracting authority expressly reserves the right:

(i) not to award any contract as a result of the procurement process commenced by publication of this notice; and

(ii) to make whatever changes it may see fit to the content and structure of the procurement; and in no circumstances will the contracting authority be liable for any costs incurred by any supplier. If the contracting authority decides to enter into a contract with the successful supplier, this does not mean that there is any

guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of bidders.

How to apply

UK Shared Business Services Ltd (UK SBS) will be using the Delta eSourcing Portal for this procurement. To register on the Delta eSourcing portal please use the link <https://uksbs.delta-esourcing.com> and follow the instructions to register.

If you are already registered on the Delta eSourcing Portal and wish to participate in this procurement, please use the link: <https://uksbs.delta-esourcing.com> and the follow the instructions to 'Login'

Once you are logged into the system you will be able to link yourself into this procurement using the access code: T4E895Z77W

VI.4) **Procedures for review**

VI.4.1) **Review body**

Official name: UK Shared Business Services Ltd

Town: Swindon

Postal code: SN2 1FL

Country: United Kingdom

E-mail: [policy@uksbs.co.uk](mailto:policy@uksbs.co.uk)

Telephone: +44 1793867005

Internet address: [www.uksbs.co.uk](http://www.uksbs.co.uk)

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

Official name: UK Shared Business Services Ltd

Postal address: Polaris House, N Star Ave

Town: Swindon

Postal code: SN2 1FL

Country: United Kingdom

E-mail: [policy@uksbs.co.uk](mailto:policy@uksbs.co.uk)

Telephone: +44 1793867005

Internet address: [www.uksbs.co.uk](http://www.uksbs.co.uk)

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

30/11/2020