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Tender

## **Horsham District Council and Mid Sussex District Council - Manned Security Services**

Horsham District Council  
Mid Sussex District Council

F02: Contract notice

Notice identifier: 2021/S 000-000292

Procurement identifier (OCID): ocds-h6vhtk-02886a

Published 7 January 2021, 3:34pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Horsham District Council

Chart Way

Horsham

RH12 1RL

#### **Contact**

Procurement Team

#### **Email**

[procurement@horsham.gov.uk](mailto:procurement@horsham.gov.uk)

#### **Country**

United Kingdom

**NUTS code**

UKJ28 - West Sussex (North East)

**Internet address(es)**

Main address

<http://www.horsham.gov.uk/>

Buyer's address

<https://www.sesharedservices.org.uk/esourcing>

**I.1) Name and addresses**

Mid Sussex District Council

Oaklands Road

Haywards Heath

RH16 1SS

**Email**

[procurement@horsham.gov.uk](mailto:procurement@horsham.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKJ27 - West Sussex (South West)

**Internet address(es)**

Main address

<http://www.midsussex.gov.uk>

**I.2) Information about joint procurement**

The contract involves joint procurement

### **I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.sesharedservices.org.uk/esourcing>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.sesharedservices.org.uk/esourcing>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Regional or local authority

### **I.5) Main activity**

General public services

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## **Section II: Object**

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

#### **II.1.1) Title**

Horsham District Council and Mid Sussex District Council - Manned Security Services

Reference number

HMDC - 031997

#### **II.1.2) Main CPV code**

- 79710000 - Security services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Horsham District Council and Mid Sussex District Council are inviting tenders for Manned Security Services. The Councils are seeking to appoint suitably qualified and experienced contractors for the provision of uniformed security staff to:  
a. Maintain the security of Council offices and other specified areas,  
b. Provide out of normal office hours mobile patrols for the depots, car parks, and other specified areas,  
c. Provide a key holding and fire and intruder alarm response,  
d. Provide ad hoc uniformed security for specific events e.g. election vote counts.  
This contract is being procured under the Light Touch Regime. The duration of the Contract will be five years, commencing on 01 June 2021, with an option to extend for up to 24 months. Full information is available in the tender documents.

#### **II.1.5) Estimated total value**

Value excluding VAT: £700,000

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

This contract is divided into lots: No

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

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

- 79710000 - Security services
- 79713000 - Guard services

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

NUTS codes

- UKJ27 - West Sussex (South West)
- UKJ28 - West Sussex (North East)

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

Horsham District Council and Mid Sussex District Council are inviting tenders for Manned Security Services. The Councils are seeking to appoint suitably qualified and experienced contractors for the provision of uniformed security staff to:  
a. Maintain the security of Council offices and other specified areas,  
b. Provide out of normal office hours mobile patrols for the depots, car parks, and other specified areas,  
c. Provide a key holding and fire and intruder alarm response,  
d. Provide ad hoc uniformed security for specific events e.g. election vote counts.  
This contract is being procured under the Light Touch

Regime. The duration of the Contract will be five years, commencing on 01 June 2021, with an option to extend for up to 24 months. Full information is available in the tender documents.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 June 2021

End date

31 May 2026

This contract is subject to renewal

Yes

Description of renewals

Option to extend for up to 24 months subject to performance and the absolute discretion of the Councils.

#### **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

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## **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

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## Section IV. Procedure

### IV.1) Description

#### IV.1.1) Type of procedure

Open procedure

#### 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

15 February 2021

Local time

12:00pm

#### IV.2.4) Languages in which tenders or requests to participate may be submitted

English

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

Date

15 February 2021

Local time

12:00pm

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## Section VI. Complementary information

### VI.1) Information about recurrence

This is a recurrent procurement: No

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

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

High Court of England and Wales

The Strand

London

WC2A 2LL

Country

United Kingdom

### **VI.4.2) Body responsible for mediation procedures**

Cabinet Office

70 Whitehall

London

SW1A 2AS

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Horsham District Council (or relevant Council) will observe a standstill period following the award of the contract and conduct itself in respect of any appeals in accordance with the Public Contracts Regulations 2015 (as amended).

