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Tender

## **Procurement of Office Cleaning Services**

Mid and West Wales Fire and Rescue Service

F02: Contract notice

Notice identifier: 2021/S 000-000307

Procurement identifier (OCID): ocids-h6vhtk-028879

Published 7 January 2021, 5:24pm

The closing date and time has been changed to:

**26 March 2021, 12:00pm**

See the [change notice](#).

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

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

Mid and West Wales Fire and Rescue Service

Headquarters, Lime Grove Avenue

Carmarthen

SA31 1SP

#### **Contact**

Helen Rees

#### **Email**

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

**Telephone**

+44 3706060699

**Fax**

+44 1267220562

**Country**

United Kingdom

**NUTS code**

UKL - WALES

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0484](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0484)

**I.3) Communication**

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

[www.sell2wales.gov.wales](http://www.sell2wales.gov.wales)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.sell2wales.gov.wales](http://www.sell2wales.gov.wales)

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

[www.sell2wales.gov.wales](http://www.sell2wales.gov.wales)

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

Other type

Emergency Service

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

Other activity

Emergency Service

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### **Section II: Object**

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

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

Procurement of Office Cleaning Services

Reference number

MWEU19

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

- 90919200 - Office cleaning services

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

Services

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

Provision of office cleaning services to Mid & West Wales Fire & Rescue Service

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

Value excluding VAT: £1,500,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 90910000 - Cleaning services
- 90911000 - Accommodation, building and window cleaning services
- 90911100 - Accommodation cleaning services
- 90911200 - Building-cleaning services

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

NUTS codes

- UKL - WALES

Main site or place of performance

Mid and West Wales Fire and Rescue Service area

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

Provision of office cleaning services initially for buildings within Carmarthenshire, Pembrokeshire and Ceredigion. Once existing contracts expire the cleaning services will also be extended to cover all our Estate within Neath Port Talbot, Swansea and Powys areas if costs are considered to provide value for money at the time.

### **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**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

3 optional extension periods of 12 months each which will allow a maximum contract

period of 72 months should the contract performance be satisfactory during the first 36 months.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

One-off deep cleans may be required throughout the term of the contract for example following construction work or during a pandemic. Quotations will be obtained from the successful contractor as and when required.

#### **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

#### **III.2) Conditions related to the contract**

##### **III.2.2) Contract performance conditions**

These will be agreed at the pre-contract start meeting.

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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**

Originally published as:

Date

12 February 2021

Local time

12:00pm

Changed to:

Date

26 March 2021

Local time

12:00pm

See the [change notice](#).

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

English, Welsh

#### **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

12 February 2021

Local time

12:00pm

Place

Electronic opening via sell2wales

Information about authorised persons and opening procedure

Tenders will be opened by a member of the procurement team following the deadline.

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### **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: There is a potential for the contract to be extended until 31/03/27 therefore the renewal contract notice is likely to be published early January 2027.

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

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

[https://www.sell2wales.gov.wales/Search/Search\\_Switch.aspx?ID=106982](https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=106982).

The buyer has indicated that it will accept electronic responses to this notice via the

Postbox facility. A user guide is available at  
[https://www.sell2wales.gov.wales/sitehelp/help\\_guides.aspx](https://www.sell2wales.gov.wales/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(WA Ref:106982)

Download the ESPD document here:  
[https://www.sell2wales.gov.wales/ESPD/ESPD\\_Download.aspx?id=106982](https://www.sell2wales.gov.wales/ESPD/ESPD_Download.aspx?id=106982)

The buyer considers that this contract is suitable for consortia.

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom