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Tender

## **Stair and Window Cleaning Contract 2021 - 2023**

Link Group

F02: Contract notice

Notice identifier: 2021/S 000-000951

Procurement identifier (OCID): ocds-h6vhtk-028b0d

Published 18 January 2021, 11:56am

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

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

Link Group

2c New Mart Road

Edinburgh

EH14 1RL

#### **Contact**

Mark Beetham

#### **Email**

[mark.beetham@linkhalt.co.uk](mailto:mark.beetham@linkhalt.co.uk)

#### **Telephone**

+44 3303030124

#### **Country**

United Kingdom

**NUTS code**

UK - UNITED KINGDOM

**Internet address(es)**

Main address

<https://linkhousing.org.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA12842](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA12842)

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

The contract is awarded by a central purchasing body

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Other type

Housing Association

**I.5) Main activity**

Housing and community amenities

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## **Section II: Object**

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

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

Stair and Window Cleaning Contract 2021 - 2023

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

- 90911000 - Accommodation, building and window cleaning services

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

Services

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

Stair and window cleaning services to the communal areas within rented and sheltered accommodation across Scotland. This is a 2 year contract with an option for plus 1 + 1 year if both parties agree to continue.

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

Value excluding VAT: £828,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

#### **II.2.1) Title**

Stair and Window Cleaning Contract 2021 - 2023 - Edinburgh Region

Lot No

1

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

- 90911000 - Accommodation, building and window cleaning services

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

NUTS codes

- UKM73 - East Lothian and Midlothian
- UKM75 - Edinburgh, City of
- UKM91 - Scottish Borders
- UKM78 - West Lothian

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

Link Housing is a subsidiary of Link Group Ltd. Link Group Ltd and its subsidiaries (as detailed below) ("Link") is following a two-stage procedure to appoint a contractor to deliver a customer focussed stair and window cleaning contract for 2021 - 2023, with a possibility for further two individual twelve months extension as mutually agreed and subject to negotiations and contract performance (referred to "1+1" hereafter). Link can at their sole discretion extend the period of the contract by one year beyond the contract period stated and further one year thereafter. The contract will be extended for both year three and year four, dependant on both parties being in agreement to extend. The contract will be divided into four "Lots". Lot 1 - Edinburgh region, Lot 2 - Glasgow region, Lot 3 - Falkirk & Fife region and Lot 4 - Lanarkshire region. Each region has approx. 200 property "blocks" that contain entrance corridors, stairs, landings, and windows. These "blocks" range in size and differing amounts of dwellings that use the common areas. Further details, addresses and property details will be issued as part of the second stage of the advertised contract.

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

Quality criterion - Name: 40 price 60 quality / Weighting: 60

Price - Weighting: 40 price 60 quality

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

Start date

1 April 2021

End date

31 March 2023

This contract is subject to renewal

Yes

Description of renewals

2 + 1 + 1 year

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 6

Objective criteria for choosing the limited number of candidates:

The SPDs will be marked by a panel of officers from Link with the information being used in the following ways. As indicated below, after review of the SPDs, Link will only select organisations who score more than 70 marks and a maximum of six per “Lot” by attributing scores to certain questions or through exclusion. A maximum of six candidates who receive the highest scores will be invited to tender per “Lot”.

#### **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) Description**

#### **II.2.1) Title**

Stair and Window Cleaning Contract 2021 - 2023 - Glasgow Region

Lot No

2

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

- 90911000 - Accommodation, building and window cleaning services

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

NUTS codes

- UKM8 - West Central Scotland
- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond
- UKM82 - Glasgow City
- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire
- UKM93 - East Ayrshire and North Ayrshire mainland
- UKM94 - South Ayrshire

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

The SPDs will be marked by a panel of officers from Link with the information being used in the following ways. As indicated below, after review of the SPDs, Link will only select organisations who score more than 70 marks and a maximum of six per “Lot” by attributing scores to certain questions or through exclusion. A maximum of six candidates who receive the highest scores will be invited to tender per “Lot”.

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

Quality criterion - Name: 40 price 60 quality / Weighting: 60

Price - Weighting: 40

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

Start date

1 April 2021

End date

31 March 2023

This contract is subject to renewal

Yes

Description of renewals

2 + 1 + 1

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 6

Objective criteria for choosing the limited number of candidates:

The SPDs will be marked by a panel of officers from Link with the information being used in the following ways. As indicated below, after review of the SPDs, Link will only select organisations who score more than 70 marks and a maximum of six per “Lot” by attributing scores to certain questions or through exclusion. A maximum of six candidates who receive the highest scores will be invited to tender per “Lot”.

#### **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) Description**

#### **II.2.1) Title**

Stair and Window Cleaning Contract 2021 - 2023 - Lanarkshire

Lot No

3

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

- 90911000 - Accommodation, building and window cleaning services

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

NUTS codes

- UKM84 - North Lanarkshire
- UKM93 - East Ayrshire and North Ayrshire mainland
- UKM95 - South Lanarkshire

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

The SPDs will be marked by a panel of officers from Link with the information being used in the following ways. As indicated below, after review of the SPDs, Link will only select organisations who score more than 70 marks and a maximum of six per “Lot” by attributing scores to certain questions or through exclusion. A maximum of six candidates who receive the highest scores will be invited to tender per “Lot”.

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

Quality criterion - Name: 40 price 60 quality / Weighting: 60

Price - Weighting: 40

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

Start date

1 April 2021

End date

31 March 2023

This contract is subject to renewal

Yes

Description of renewals

2 + 1 + 1

### **II.2.9) Information about the limits on the number of candidates to be invited**



Maximum number: 6

Objective criteria for choosing the limited number of candidates:

The SPDs will be marked by a panel of officers from Link with the information being used in the following ways. As indicated below, after review of the SPDs, Link will only select organisations who score more than 70 marks and a maximum of six per “Lot” by attributing scores to certain questions or through exclusion. A maximum of six candidates who receive the highest scores will be invited to tender per “Lot”.

#### **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) Description**

#### **II.2.1) Title**

Stair and Window Cleaning Contract 2021 - 2023 - Falkirk & Fife

Lot No

4

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

- 90911000 - Accommodation, building and window cleaning services

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

NUTS codes

- UKM76 - Falkirk
- UKM77 - Perth & Kinross and Stirling

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

The SPDs will be marked by a panel of officers from Link with the information being used in the following ways. As indicated below, after review of the SPDs, Link will only select organisations who score more than 70 marks and a maximum of six per “Lot” by attributing scores to certain questions or through exclusion. A maximum of six candidates who receive the highest scores will be invited to tender per “Lot”.

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

Quality criterion - Name: 40 price 60 quality / Weighting: 60

Price - Weighting: 40

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

Start date

1 April 2021

End date

31 March 2023

This contract is subject to renewal

Yes

Description of renewals

2 + 1 + 1

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 6

Objective criteria for choosing the limited number of candidates:

The SPDs will be marked by a panel of officers from Link with the information being used in the following ways. As indicated below, after review of the SPDs, Link will only select organisations who score more than 70 marks and a maximum of six per “Lot” by attributing scores to certain questions or through exclusion. A maximum of six candidates who receive the highest scores will be invited to tender per “Lot”.

#### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

As stated withing supplied documentation.

Member of the BICSc

##### **III.1.2) Economic and financial standing**

Minimum level(s) of standards possibly required

Bidders should provide turnover for the last three years. The Bidders annual turnover must be twice the estimated annual value of the contract (125,000 GBP per lot per annum)

Employer's (Compulsory) Liability Insurance: 5,000,000.00 GBP

Public Liability Insurance: 5,000,000.00 GBP

### **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**

Customer Satisfaction - %age satisfaction through satisfaction survey - >95%

Adherence to programme - Variance in days - + / - 3 days

Quality of work In accordance with specification Comparison with specification - 100%

Waste management - %age of waste recycled - 80% or above

Safety To maximise health and safety - Number of recordable incidents - Zero

Costs - Variation of Accepted Tender to agreed Final Account - On or below cost

Complaints - All complaints resolved or reasonable action taken - Within 5 or 20 working days of complaint being received - 100%

### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

#### **IV.1.6) Information about electronic auction**

An electronic auction will be used

#### **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

17 February 2021

Local time

12:00pm

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

22 February 2021

#### **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)

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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.3) Additional information**

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

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=640493](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=640493).

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.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/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.

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

Link Group Ltd requires the successful contractor to deliver community benefit as part of the delivery of the works. These targets are mandatory and must be delivered by the successful supplier. Each Tenderer is required to provide contact details for the person/s responsible for community benefit and an Employment and Skills Plan (ESP) outlining when and how these community benefits will be delivered.

(SC Ref:640493)

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

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

Falkirk Sherriff Court

Sheriff Court House, Main Street, Camelon

Falkirk

FK1 4AR

Telephone

+44 1324620822

Country

United Kingdom