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Tender

Stairwell Cleaning Contract

Highland Residential (Inverness) Limited

F02: Contract notice

Notice identifier: 2025/S 000-001416

Procurement identifier (OCID): ocds-h6vhtk-04d05e

Published 15 January 2025, 4:55pm

Section I: Contracting authority

I.1) Name and addresses

Highland Residential (Inverness) Limited

98 – 100 High Street

Invergordon

IV18 0DL

Email

alex.ramsden@highlandresidential.co.uk

Telephone

+44 1349855784

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.highlandresidential.co.uk/0/home/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30339

I.3) Communication

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

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

I.4) Type of the contracting authority

Other type

Housing Factor

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Stairwell Cleaning Contract

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

Highland Residential is a wholly owned subsidiary of Albyn Housing Society Ltd. Highland Residential is seeking to procure the services of a suitably qualified and experienced contractor for the provision of fortnightly stairwell cleaning including internal cleaning of windows. Having clean and tidy stairwells positively impacts on our tenants' experience and their overall satisfaction with where they live. It's important that the work is carried out to a consistently high standard, with each site left well-maintained and clean and tidy. There are currently 152 blocks split over 61 developments in the Highlands.

II.1.5) Estimated total value

Value excluding VAT: £400,000

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

II.2.3) Place of performance

NUTS codes

- UKM6 - Highlands and Islands

II.2.4) Description of the procurement

Highland Residential is a wholly owned subsidiary of Albyn Housing Society Ltd. Highland Residential is seeking to procure the services of a suitably qualified and experienced contractor for the provision of fortnightly stairwell cleaning including internal cleaning of windows. Having clean and tidy stairwells positively impacts on our tenants' experience and their overall satisfaction with where they live. It's important that the work is carried out to a consistently high standard, with each site left well-maintained and clean and tidy. There are currently 152 blocks split over 61 developments in the Highlands.

II.2.5) Award criteria

Quality criterion - Name: Method Statement / Weighting: 15

Quality criterion - Name: Quality, Performance and Communications / Weighting: 15

Quality criterion - Name: Resources / Weighting: 20

Quality criterion - Name: Health & Safety / Weighting: 10

Quality criterion - Name: Community Benefits / Weighting: 10

Price - Weighting: 30

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

2 x 1 year extensions subject to satisfactory performance and price.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

In addition to fortnightly cleans, there will be a one-off deep clean of each stairwell. There may also be additional relevant work allocated to the contractor.

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

A mandatory site visit is required. Must be requested by email by 10/12/24

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

Must have an externally-accredited Health & Safety accreditation

III.1.2) Economic and financial standing

List and brief description of selection criteria

Turnover

Financial Health

Minimum level(s) of standards possibly required

Minimum turnover of GBP150,000 per year in each of the last 3 years

Current assets/ current liabilities must be 1.0 or more

III.1.3) Technical and professional ability

List and brief description of selection criteria

Must be able to evidence relevant past experience

Minimum level(s) of standards possibly required

2 examples from last 5 years

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The contract will have KPIs as per the procurement documents

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

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

17 February 2025

Local time

12:00pm

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: 9 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

17 February 2025

Local time

12:00pm

Place

Inverness

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 5 years

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

Please note that a site visit is mandatory. This must be requested by email by 27/1/25 at 12.00 midday. It is the tenderer's responsibility to make themselves available on the date(s) offered by the buyer and to complete the site visit in full prior to the tender closing date.

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=787948.

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.

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:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

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

Community Benefits must be provided.

(SC Ref:787948)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=787948

VI.4) Procedures for review

VI.4.1) Review body

Inverness Sherriff Court

Inverness

Country

United Kingdom