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Tender

Richard Hale School ~ Cleaning Tender

Richard Hale School

F02: Contract notice

Notice identifier: 2021/S 000-002658

Procurement identifier (OCID): ocds-h6vhtk-0291c9

Published 9 February 2021, 6:24pm

Section I: Contracting authority

I.1) Name and addresses

Richard Hale School

Hale Road

Hertford

SG13 8EN

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

<https://www.richardhale.herts.sch.uk/>

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-Hertford:-School-cleaning-services./9KSF2V7422>

Additional information can be obtained from the above-mentioned address

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Richard Hale School ~ Cleaning Tender

II.1.2) Main CPV code

- 90919300 - School cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

The successful Supplier will be required to provide cleaning services for Richard Hale School.

Richard Hale School in Hertford is a comprehensive Academy educating boys from age 11-18 with girls in the Sixth Form.

II.1.5) Estimated total value

Value excluding VAT: £600,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

II.2.4) Description of the procurement

The successful Supplier will be required to provide cleaning services for Richard Hale School.

Richard Hale School in Hertford is a comprehensive Academy educating boys from age 11-18 with girls in the Sixth Form.

The Richard Hale ethos, developed over 400 years and underpinned by traditional values, is one of high expectations in learning, behaviour, participation and mutual respect. We strive for excellence in everything we do, be it academic or vocational achievement, sporting or cultural performance, or the development of leadership and team skills.

The School has been based at the current site since the 1930s and is made up of a mixture of buildings ranging from that time to the modern era.

The tender project is seeking to appoint a contractor whose initiative and innovation will be welcomed for the provision of cleaning services within the facilities for the school. The high-quality service levels proposed, should maintain excellent standards throughout, resulting in a pleasant environment for both the pupils and staff.

The basis and rationale that the Client requires the successful contractor to operate to at all times, is being able to provide a School that is fit for purpose and that the Contractor is proactive in the management of the contract, thus ensuring that all specifications are achieved and that the frequency of cleans is as detailed within the Tender Specification. Cleaning must take place outside of the school day – during the hours of 07:00 – 09:00 and 15:30 – 19:00

The contract being tendered is for three years in duration 1st Aug 2021 to 31st July 2024 with the option to extend for up to a further 2 years at the discretion of the client. The contract will be fixed price in nature, with the Contractor invoicing the Client for one-twelfth of the annual cost on a monthly basis.

It should be noted that the successful contractor will be expected to bring to the contract: innovation; new equipment; and cleaning methods, with BICSc standards being achieved, as a minimum, thus ensuring that the highest levels of cleanliness are maintained in all areas at all times and also ensuring that the productivity of the cleaning operatives is enhanced moving forward into the new contract term.

The current incumbent contractor is Birkin cleaning services

There are incumbent members of cleaning staff who are members of the LGPS

Please be advised that the school has a minimum requirement for a contractor's employers liability/ public liability and professional indemnity insurance of £5m

The minimum annual turnover that your company must have achieved to be considered for this opportunity is £250,000

The annual value of the current contract is approximately £120,000 pa.

Therefore the value of the term of the contract is £600,000 (annual value of the contract x 5)

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £600,000

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

Start date

1 August 2021

End date

31 July 2026

This contract is subject to renewal

No

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

Envisaged minimum number: 5

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

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

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

Restricted 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

12 March 2021

Local time

12:00pm

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

5 April 2021

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

It will be the supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this contract notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Hertford:-School-cleaning-services./9KSF2V7422>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/9KSF2V7422>

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VI.4) Procedures for review

VI.4.1) Review body

Richard Hale School

Hale Road

Hertford

SG13 8EN

Country

United Kingdom