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Contract

National Galleries Scotland Cleaning Contract

National Galleries of Scotland

F20: Modification notice

Notice identifier: 2024/S 000-002774

Procurement identifier (OCID): ocds-h6vhtk-043505

Published 26 January 2024, 3:02pm

Section I: Contracting authority/entity

I.1) Name and addresses

National Galleries of Scotland

National Galleries of Scotland, 73 Belford Road

Edinburgh

EH4 3DS

Contact

Colin Blakebell

Email

cblakebell@nationalgalleries.org

Telephone

+44 1316246213

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.nationalgalleries.org>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11042

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

National Galleries Scotland Cleaning Contract

Reference number

GEN/19/001

II.1.2) Main CPV code

- 90900000 - Cleaning and sanitation services

II.1.3) Type of contract

Services

II.2) Description

II.2.2) Additional CPV code(s)

- 90910000 - Cleaning services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement at the time of conclusion of the contract:

National Galleries Scotland (NGS) are looking to procure a sole Service Provider for the Provision of regular, daily cleaning services across the following sites:

- The National Gallery; including the Royal Scottish Academy Building and the Weston Link
- Scottish National Portrait Gallery
- Scottish National Gallery of Modern Art; two buildings exist on site, Modern One and Modern Two as well as a number of Lodge Houses and portacabins.

Additional sites will fall under the contract however; these do not require the frequency of daily cleaning.

The contract requirements include but are not limited to:

- Daily cleaning services performed before 10am or to an agreed evening cleaning schedule. Areas to be cleaned include office accommodation, kitchens/tea points, toilet areas, circulation corridors and staircases.
- A dedicated contract management team including supervisors located at each site named above; National Gallery, Scottish National Portrait Gallery and Gallery of Modern Art.
- Janitorial service between 11am – 4pm per site (3 main sites as stated above). Janitorial service hours are extended during peak season.
- Additional ad hoc cleaning services booked for events and exhibitions (average 1 event per week).
- Periodic deep cleans and carpet cleans.

In addition, NGS intend to include a consumables schedule within the Tender Document from which they may order and purchase supplies through the successful Service Provider.

Service providers should be aware they are required to provide all equipment and materials required to carry out cleaning services. No element of the contract may be sub-contracted. All staff to be employed under the contract will require a Basic Disclosure check. This includes any temporary/cover staff and is subject to renewal every 2 years.

Cleaning staff working within Modern One of the Scottish National Gallery of Modern Art will require Air Cargo Training. This will be provided by NGS. All cleaning substances must be environmentally friendly. The contract will be subject to regular, unannounced internal audit and inspection by NGS.

The objectives of this procurement for NGS are to obtain best value for money, comply with European Legislation and arrive at a way of working which is beneficial and transparent for NGS and the Service provider alike.

This procurement will be conducted through the use of the Restricted Procedure. The ESPD will be used as a downsizing tool in this procedure.

It is the intention to shortlist a maximum of 5 Service Providers however; NGS reserve the right to invite in excess of this number of Service Providers in the event of a tie.

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) 2015.

The objective criteria for shortlisting candidates is detailed under section III of this Contract Notice.

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

Duration in months

60

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 IV. Procedure

IV.2) Administrative information

IV.2.1) Contract award notice concerning this contract

Notice number: [2018/S 190-429784](#)

Section V. Award of contract/concession

Contract No

GEN/19/001

Title

National Galleries Scotland Cleaning Contract

V.2) Award of contract/concession

V.2.1) Date of conclusion of the contract/concession award decision:

17 May 2019

V.2.2) Information about tenders

The contract/concession has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor/concessionaire

ABM UK

Templeton House, 62 Templeton Street, Suite 22

Glasgow

G40 1DA

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor/concessionaire is an SME

No

V.2.4) Information on value of the contract/lot/concession (at the time of conclusion of the contract;excluding VAT)

Total value of the procurement: £1,453,325.96

Section VI. Complementary information

VI.3) Additional information

National Galleries Scotland reserves the right to cancel the procurement at any time and not award a Contract. The expenditure, work or effort undertaken by bidders prior to the Award of Contract is accordingly a matter solely for the commercial judgement of bidders.

Late tenders may not be considered by National Galleries Scotland.

(SC Ref:748047)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

EDINBURGH

EH1 1LB

Country

United Kingdom

Section VII: Modifications to the contract/concession

VII.1) Description of the procurement after the modifications

VII.1.1) Main CPV code

- 90910000 - Cleaning services

VII.1.2) Additional CPV code(s)

- 90900000 - Cleaning and sanitation services

VII.1.3) Place of performance

NUTS code

- UKM75 - Edinburgh, City of

VII.1.4) Description of the procurement:

National Galleries Scotland (NGS) are looking to procure a sole Service Provider for the Provision of regular, daily cleaning services across the following sites:

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VII.1.5) Duration of the contract, framework agreement, dynamic purchasing system or concession

Duration in months

12

VII.1.6) Information on value of the contract/lot/concession (excluding VAT)

Total value of the contract/lot/concession:

£421,020.53

VII.1.7) Name and address of the contractor/concessionaire

ABM UK

62 Templeton Street

Glasgow

G40 1DA

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor/concessionaire is an SME

No

VII.2) Information about modifications

VII.2.1) Description of the modifications

Nature and extent of the modifications (with indication of possible earlier changes to the contract):

This modification is a further extension of 12 months – from 1st April 2024 to 31st March 2025 – to an existing contract that was advertised as being extendable annually for up to a total contract duration of five years and was due to expire on the 31st March 2024.

This modification is made in accordance with the terms of Article 72(1)(b), 72(1)(c) and 72(1)(e) of The Public Contracts (Scotland) 2015 Regulations. This proposed modification to the existing contract is not substantial, and therefore a new procurement procedure is not required.

This proposed modification is in respect of duration and does not involve any changes being made to the existing contract in terms of the type of services being provided to National Galleries Scotland (NGS).

Some additional site areas have been included into the contract due to the opening of the SNG project. However, the value of these additional services during the modification period totals only 5.5% increase on the annual contract cost.

Whilst NGS will make payment to the Contractor in respect of the additional 12 months of services being provided, the price shall not exceed 50% of the initial contract value.

This proposed modification does not have an effect of changing the economic balance of the contract.

Had the proposed modification been part of the initial procurement procedure, it is unlikely that, given the nature of the proposed modification, it would have allowed the admission of other candidates than those initially selected, or that additional participants would have been attracted to participate in the procurement procedure.

This proposed modification in terms of contract duration does not have the effect of rendering this contract materially different from the existing contract.

During this extension period, NGS will proceed with a new procurement exercise. NGS will be undertaking a new procurement strategy, incorporating the Provision of Cleaning Services into a multi-discipline contract for the Provision of Soft FM Services.

VII.2.2) Reasons for modification

Need for modification brought about by circumstances which a diligent contracting authority/entity could not foresee.

Description of the circumstances which rendered the modification necessary and explanation of the unforeseen nature of these circumstances:

The pandemic has had an ongoing impact on resources at NGS in addition to a general strain on departmental resources/staffing of the contracting team which has proved difficult for NGS to prepare for their new procurement strategy for the Provision of Soft FM Services. The contract modification in the form of an additional 12-months contract duration will allow NGS the necessary time to procure and mobilise the new contract.

The additional site areas included in the modification relate to the opening of the SNG extension to the public during this period. They are a non-substantial addition to the contract.

VII.2.3) Increase in price

Updated total contract value before the modifications (taking into account possible earlier contract modifications, price adaptations and average inflation)

Value excluding VAT: £1,453,325.96

Total contract value after the modifications

Value excluding VAT: £1,874,346.49