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Tender

## Office cleaning services

Link Group

F02: Contract notice

Notice identifier: 2023/S 000-004500

Procurement identifier (OCID): ocds-h6vhtk-03a581

Published 14 February 2023, 12:58pm

The closing date and time has been changed to:

**24 March 2023, 12:00pm**

See the [change notice](#).

## Section I: Contracting authority

### I.1) Name and addresses

Link Group

2c New Mart Road

Edinburgh

EH14 1RL

#### Contact

Natasha Mitchell

#### Email

[linkprocurement@linkgroup.org.uk](mailto:linkprocurement@linkgroup.org.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>

**I.3) Communication**

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

<https://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk>

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.publiccontractsscotland.gov.uk](https://www.publiccontractsscotland.gov.uk)

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

Other type

Registered Social Landlord

## **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**

Office cleaning services

Reference number

BS23

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

- 90919200 - Office cleaning services

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

Services

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

Office cleaning services, including window cleaning services for eight offices across Edinburgh, Falkirk, Cumbernauld, Bathgate and Paisley.

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

Value excluding VAT: £335,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh, Falkirk, Cumbernauld, Bathgate and Paisley

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

Office cleaning services including window cleaning across eight Link Group sites.

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

Quality criterion - Name: Service Delivery / Weighting: 25%

Quality criterion - Name: Contract management / Weighting: 25%

Quality criterion - Name: Health and safety and lone working arrangements / Weighting: 9%

Quality criterion - Name: Security / Weighting: 9%

Quality criterion - Name: Community benefits / Weighting: 9%

Quality criterion - Name: Environmental management / Weighting: 14%

Quality criterion - Name: Fair working practices / Weighting: 9%

Price - Weighting: 70

#### **II.2.6) Estimated value**

Value excluding VAT: £335,000

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

Duration in months

60

This contract is subject to renewal

No

#### **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.1.2) 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

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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

17 March 2023

Local time

12:00pm

Changed to:

Date

24 March 2023

Local time

12:00pm

See the [change notice](#).

#### **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**

Tender must be valid until: 14 July 2023

#### **IV.2.7) Conditions for opening of tenders**

Date

17 March 2023

Local time

12:00pm

Place

Link Group

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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=721457](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=721457).

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.

(SC Ref:721457)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=721457](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=721457)

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

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

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chamber Street

Edinburgh

EH1 1LB

Country

United Kingdom

