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Tender

## **Crofty Multi Academy Trust ~ Cleaning tender**

Crofty Multi Academy Trust

F02: Contract notice

Notice identifier: 2023/S 000-004578

Procurement identifier (OCID): ocds-h6vhtk-03a5b3

Published 14 February 2023, 7:05pm

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

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

Crofty Multi Academy Trust

Unit 2 The Setons,, Tolvaddon Business Park,, Camborne

Cornwall

TR14 0HX

#### **Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

#### **Telephone**

+44 01276673880

#### **Country**

United Kingdom

#### **Region code**

UKK3 - Cornwall and Isles of Scilly

**Internet address(es)**

Main address

<https://croftymat.org/>

**I.3) Communication**

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

<https://litmustms.co.uk/respond/63Z533FF5C>

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

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**Section II: Object**

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

**II.1.1) Title**

Crofty Multi Academy Trust ~ 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 a comprehensive cleaning and caretaking service, including daily term time and non-term time periodic cleaning, for the following 10 Schools:

1. Garras School <https://www.garras.cornwall.sch.uk/website>
2. Godolphin School <https://www.godolphin.cornwall.sch.uk/>
3. Pencoys School <https://pencoys.croftymat.org/>
4. Sithney School <https://www.sithney.cornwall.sch.uk/website>
5. Trannack School <http://www.trannack.cornwall.sch.uk/website>
6. Treloweth School <http://treloweth.cornwall.sch.uk/>
7. Portreath School <https://portreath.croftymat.org/>
8. Weeth School <https://weeth.croftymat.org/>
9. Halwin School <http://www.halwin.co.uk/website>
10. Pennoweth School <https://pennoweth.croftymat.org/>

Crofty Multi Academy Trust is a growing Trust of 16 Primary Schools across Cornwall. More information can be found on their website:

<https://croftymat.org/>

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

Value excluding VAT: £1,174,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKK3 - Cornwall and Isles of Scilly

Main site or place of performance

Cornwall and Isles of Scilly

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

The Trust is seeking a suitably experienced contractor who has current experience of working within the education sector, preferably within both Primary and Secondary establishments to demonstrate the knowledge and understanding of contracts of a similar size and nature. Ideally the successful contractor will have a strong operational base within Cornwall, thus allowing for both adequate contract support and operational flexibility that is to be delivered to support the contract as and when needed moving forwards into this contract term.

The scope of the contract covers all of the cleaning provision within the schools, this includes term time daily cleaning, plus a number of weeks for holiday and periodic cleaning during non-term time to provide a deeper clean of the school and its buildings to ensure they are suitably prepared for the beginning of each academic term.

The requirement of the School and Trust is that the successful contractor provides a clean and functioning premises, as per the specification, that is fit for purpose at all times through delivering the guaranteed level of input hours. As part of that requirement the successful contractor is to be proactive in the management of the contract with open lines of communication. That communication must include frequent and proactively provided management information.

TUPE is expected to apply and it is anticipated that some employees may be members of the Local Government Pension Scheme (LGPS) and therefore the successful contractor would be expected to gain Admitted Body Status (ABS) in order to continue contributing to the scheme.

A robust level of management support must be provided by the successful contractor to ensure that the detailed specification is delivered within the contract on a consistent basis within the contract period.

The Contractor may be asked to undertake works not included in this Specification. Aside from the cost of materials, where possible additional works should be delivered within the hours of the existing cleaning operatives or, where necessary, provided by additional staff paid for on an agreed hourly basis or by a quoted fixed price.

The successful Supplier will be expected to deliver a concise and detailed method of management reporting at the end of each month, thus updating the senior management team within Crofty Multi Academy Trust on the contract performance.

The contract will commence on 01 September 2023 for an initial contract period of three years, with the option to extend the contract for a further two 12-month periods. This extension will be granted by mutual consent and on the same terms and conditions as the original contract.

The contract will be fixed price in nature with the successful Supplier also guaranteeing the number of input hours to the contract as well as the quality of the cleaning provision. Financial constraints affecting all schools mean that a robust and cost-effective solution must be provided.

The Trust is expected to grow in the number of Academies becoming part of the Trust during this contract period, and the provision of cleaning services within these Academies when they have joined the Trust may fall under the scope of this contract. The successful Supplier will be expected to provide this service within these Academies using the same costing model, ratios etc that they applied to their successful tender submission for the Trust at the point of tender submission. The duration of contract for these Academies will not be increased and they will join the contract for the remaining contract period that exists at the point of entry into the Trust.

Please see SQ Document for further information

#### **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: £1,174,000

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

Start date

1 September 2023

End date

31 August 2028

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

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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**

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

17 March 2023

Local time

12:00pm

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

3 April 2023

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

English

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## **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://litmustms.co.uk/tenders/UK-UK-Cornwall:-School-cleaning-services./63Z533FF5C>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/63Z533FF5C>

GO Reference: GO-2023214-PRO-22124731

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

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

Crofty Multi Academy Trust

Cornwall

Country

United Kingdom