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Tender

## **Truro & Penwith Academy Trust Grounds Maintenance Services**

Truro & Penwith Academy Trust

F02: Contract notice

Notice identifier: 2024/S 000-004720

Procurement identifier (OCID): ocids-h6vhtk-04398c

Published 13 February 2024, 8:48am

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

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

Truro & Penwith Academy Trust

Academy House

Truro

TR4 9LD

#### **Contact**

Chris Pickles

#### **Email**

[cpickles@tpacademytrust.org](mailto:cpickles@tpacademytrust.org)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.tpacademytrust.org/web/>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA43212](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA43212)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://www.mytenders.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.mytenders.co.uk>

**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**

## Truro & Penwith Academy Trust Grounds Maintenance Services

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

- 77314000 - Grounds maintenance services

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

Services

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

The Trust requires a contractor to undertake a Grounds Maintenance service in accordance with horticultural best practice, this service specification and associated tender documents.

The Contractor will be responsible for the provision of skilled horticultural craftsmen to undertake the services of grass cutting, hedge maintenance, leaf and litter control, pruning, weed control, tree survey, sport pitch maintenance and associated works.

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

Value excluding VAT: £700,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Lot 1a South

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 77314000 - Grounds maintenance services

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

NUTS codes

- UKK30 - Cornwall and Isles of Scilly

Main site or place of performance

Academy House, Truro Business Park, Truro,

TR4 9LD

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

The Contractor will be responsible for the provision of skilled horticultural craftsmen to undertake the services of grass cutting, hedge maintenance, leaf and litter control, pruning, weed control, tree survey, sport pitch maintenance and associated works.

Over the period of the contract (3 years with the option of 2 further one year extensions), it is expected that there may be changes to the overall sites as buildings / sites are taken out of use (either temporarily or permanently) or new buildings / sites are brought into use, or for other reasons.

Tasks specified to be carried out on a regular basis, must be suitably spaced out over the period and must meet with the approval of the Site Manager at each location. The scheduling of these tasks must be available for inspection and the Contractor shall make any reasonable adjustments as deemed necessary by the Site Manager.

The Contractor is to avoid soil, grass cuttings or moss from grassed or soil areas being carried onto buildings, paths and roads. Where this has occurred, the area should be cleaned and materials removed immediately.

All pruning, hedge cuttings and arisings shall be removed from the premises by the Contractor and disposed of in a proper manner at the Contractor's expense. No burning on any premises of any material is permitted.

The Contractor will be responsible for reinstating any areas damaged by herbicide drift, including damage to any plants or turf. Such damage will be reinstated within five days of the Contractor receiving the Site Manager's instruction and any labour or materials required will be provided by the Contractor at his own expense.

The Contractor's representative is to report to Site Manager on arrival on every visit prior to commencing any works. A report is required to be completed for every day of attendance detailing the tasks undertaken and handed to Site Manager for signature. Failure to provide this report will count as non-attendance.

The Contractor will monitor and review the performance of the services on an ongoing basis and is required to meet formally once every term with the Site Manager and to discuss delivery of services and to plan the following terms schedule of work.

Lot 1a South consists of the following sites:

Landewednack CP School

Mullion Community Primary School \*

Mullion School

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

Quality criterion - Name: Price / Weighting: 40

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **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

two further 12 month extensions (3=1+1)

#### **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

## **II.2) Description**

### **II.2.1) Title**

Lot 1b South

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 77314000 - Grounds maintenance services

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

NUTS codes

- UKK30 - Cornwall and Isles of Scilly

Main site or place of performance

Academy House, Truro Business Park, Truro,

TR4 9LD

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

The Trust requires a contractor to undertake a Grounds Maintenance service in accordance with horticultural best practice, this service specification and associated tender documents.

The Contractor will be responsible for the provision of skilled horticultural craftsmen to undertake the services of grass cutting, hedge maintenance, leaf and litter control, pruning, weed control, tree survey, sport pitch maintenance and associated works.

Over the period of the contract it is expected that there may be changes to the overall sites as buildings / sites are taken out of use (either temporarily or permanently) or new buildings / sites are brought into use, or for other reasons.

Tasks specified to be carried out on a regular basis, must be suitably spaced out over the period and must meet with the approval of the Site Manager at each location. The scheduling of these tasks must be available for inspection and the Contractor shall make any reasonable adjustments as deemed necessary by the Site Manager.

The Contractor is to avoid soil, grass cuttings or moss from grassed or soil areas being carried onto buildings, paths and roads. Where this has occurred, the area should be cleaned and materials removed immediately.

All pruning, hedge cuttings and arisings shall be removed from the premises by the Contractor and disposed of in a proper manner at the Contractor's expense. No burning on any premises of any material is permitted.

The Contractor will be responsible for reinstating any areas damaged by herbicide drift, including damage to any plants or turf. Such damage will be reinstated within five days of the Contractor receiving the Site Manager's instruction and any labour or materials required will be provided by the Contractor at his own expense.

The Contractor's representative is to report to Site Manager on arrival on every visit prior to commencing any works. A report is required to be completed for every day of attendance detailing the tasks undertaken and handed to Site Manager for signature. Failure to provide this report will count as non-attendance.

The Contractor will monitor and review the performance of the services on an ongoing basis and is required to meet formally once every term with the Site Manager and to discuss delivery of services and to plan the following terms schedule of work.

Lot 1b South consists of the following site:

Helston Community College

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

Quality criterion - Name: Price / Weighting: 40

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **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

two further 12 month extensions (3+1+1)

#### **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

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

#### **II.2.1) Title**

Lot 2 West

Lot No

3

#### **II.2.2) Additional CPV code(s)**

- 77314000 - Grounds maintenance services

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

NUTS codes

- UKK30 - Cornwall and Isles of Scilly

Main site or place of performance

Academy House, Truro Business Park, Truro,

TR4 9LD

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

The Trust requires a contractor to undertake a Grounds Maintenance service in accordance with horticultural best practice, this service specification and associated



tender documents.

The Contractor will be responsible for the provision of skilled horticultural craftsmen to undertake the services of grass cutting, hedge maintenance, leaf and litter control, pruning, weed control, tree survey, sport pitch maintenance and associated works.

Over the period of the contract it is expected that there may be changes to the overall sites as buildings / sites are taken out of use (either temporarily or permanently) or new buildings / sites are brought into use, or for other reasons.

Tasks specified to be carried out on a regular basis, must be suitably spaced out over the period and must meet with the approval of the Site Manager at each location. The scheduling of these tasks must be available for inspection and the Contractor shall make any reasonable adjustments as deemed necessary by the Site Manager.

The Contractor is to avoid soil, grass cuttings or moss from grassed or soil areas being carried onto buildings, paths and roads. Where this has occurred, the area should be cleaned and materials removed immediately.

All pruning, hedge cuttings and arisings shall be removed from the premises by the Contractor and disposed of in a proper manner at the Contractor's expense. No burning on any premises of any material is permitted.

The Contractor will be responsible for reinstating any areas damaged by herbicide drift, including damage to any plants or turf. Such damage will be reinstated within five days of the Contractor receiving the Site Manager's instruction and any labour or materials required will be provided by the Contractor at his own expense.

The Contractor's representative is to report to Site Manager on arrival on every visit prior to commencing any works. A report is required to be completed for every day of attendance detailing the tasks undertaken and handed to Site Manager for signature. Failure to provide this report will count as non-attendance.

The Contractor will monitor and review the performance of the services on an ongoing basis and is required to meet formally once every term with the Site Manager and to discuss delivery of services and to plan the following terms schedule of work.

Lot 2 West consists of the following sites:

Alverton School

Bodriggy Academy

Cape Cornwall School

Gulval School

Kehelland Village School

Mousehole School

Nancledra School

Newlyn School \*

Pendeen School

Pensans CP School

Perranporth Community Primary School

Sennen School

St Erth School

St Ives School

St Just Primary

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

Quality criterion - Name: Price / Weighting: 40

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **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

two further 12 month extensions (3+1+1)

### **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

## **II.2) Description**

### **II.2.1) Title**

Lot 3 East

Lot No

4

### **II.2.2) Additional CPV code(s)**

- 77314000 - Grounds maintenance services

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

NUTS codes

- UKK30 - Cornwall and Isles of Scilly

Main site or place of performance

Academy House, Truro Business Park, Truro,

TR4 9LD

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

The Trust requires a contractor to undertake a Grounds Maintenance service in accordance with horticultural best practice, this service specification and associated tender documents.

The Contractor will be responsible for the provision of skilled horticultural craftsmen to

undertake the services of grass cutting, hedge maintenance, leaf and litter control, pruning, weed control, tree survey, sport pitch maintenance and associated works.

Over the period of the contract it is expected that there may be changes to the overall sites as buildings / sites are taken out of use (either temporarily or permanently) or new buildings / sites are brought into use, or for other reasons.

Tasks specified to be carried out on a regular basis, must be suitably spaced out over the period and must meet with the approval of the Site Manager at each location. The scheduling of these tasks must be available for inspection and the Contractor shall make any reasonable adjustments as deemed necessary by the Site Manager.

The Contractor is to avoid soil, grass cuttings or moss from grassed or soil areas being carried onto buildings, paths and roads. Where this has occurred, the area should be cleaned and materials removed immediately.

All pruning, hedge cuttings and arisings shall be removed from the premises by the Contractor and disposed of in a proper manner at the Contractor's expense. No burning on any premises of any material is permitted.

The Contractor will be responsible for reinstating any areas damaged by herbicide drift, including damage to any plants or turf. Such damage will be reinstated within five days of the Contractor receiving the Site Manager's instruction and any labour or materials required will be provided by the Contractor at his own expense.

The Contractor's representative is to report to Site Manager on arrival on every visit prior to commencing any works. A report is required to be completed for every day of attendance detailing the tasks undertaken and handed to Site Manager for signature. Failure to provide this report will count as non-attendance.

The Contractor will monitor and review the performance of the services on an ongoing basis and is required to meet formally once every term with the Site Manager and to discuss delivery of services and to plan the following terms schedule of work.

Lot 3 East consists of the following sites:

Berrycoombe Primary School

Cardinham School \*

Lanivet School

Liskeard Hillfort Primary School

Nanpean Community Primary School

Roche CP School \*

St Dennis Primary School

Tywardreath School

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

Quality criterion - Name: Price / Weighting: 40

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **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

two further 12 month extensions (3+1+1)

#### **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**

Date

12 April 2024

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

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

Date

12 April 2024

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

[https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=230673](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=230673).

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.mytenders.co.uk/sitehelp/help\\_guides.aspx](https://www.mytenders.co.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.

(MT Ref:230673)

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

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

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>



**VI.4.2) Body responsible for mediation procedures**

Truro & Penwith Academy Trust

Academy House

Truro

TR4 9LD

Email

[cpickles@tpacademytrust.org](mailto:cpickles@tpacademytrust.org)

Country

United Kingdom

Internet address

<https://www.tpacademytrust.org/web/>

**VI.4.4) Service from which information about the review procedure may be obtained**

Truro & Penwith Academy Trust

Academy House

Truro

TR4 9LD

Email

[cpickles@tpacademytrust.org](mailto:cpickles@tpacademytrust.org)

Country

United Kingdom

Internet address

<https://www.tpacademytrust.org/web/>