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Tender

## **Our Lady of Walsingham Catholic Trust ~ Cleaning Tender**

Our Lady of Walsingham Catholic Trust  
St Alban's Catholic High School  
St Laurence Catholic Primary School  
St Louis Catholic Academy  
St Felix Catholic Primary School

F02: Contract notice

Notice identifier: 2024/S 000-005427

Procurement identifier (OCID): ocids-h6vhtk-043b3d

Published 19 February 2024, 4:05pm

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

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

Our Lady of Walsingham Catholic Trust

Digby Road, Ipswich

Suffolk

IP4 3NJ

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

**Region code**

UKH14 - Suffolk

**Internet address(es)**

Main address

<https://www.st-albans.suffolk.sch.uk/main>

**I.1) Name and addresses**

St Alban's Catholic High School

Digby Road, Ipswich

Suffolk

IP4 3NJ

**Email**

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

**Country**

United Kingdom

**Region code**

UKH14 - Suffolk

**Internet address(es)**

Main address

<https://www.st-albans.suffolk.sch.uk/main>

**I.1) Name and addresses**

St Laurence Catholic Primary School

Arbury Road

Cambridge

CB4 2JX

**Email**

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

**Country**

United Kingdom

**Region code**

UKH14 - Suffolk

**Internet address(es)**

Main address

<https://www.stlaurence.cambs.sch.uk/>

**I.1) Name and addresses**

St Louis Catholic Academy

Fordham Road

Newmarket

CB8 7AA

**Email**

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

**Country**

United Kingdom

**Region code**

UKH14 - Suffolk

**Internet address(es)**

Main address

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

**I.1) Name and addresses**

St Felix Catholic Primary School

School Lane

Haverhill

CB9 9DE

**Email**

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

**Country**

United Kingdom

**Region code**

UKH14 - Suffolk

**Internet address(es)**

Main address

<https://www.stfelixhaverhill.com/>

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

The contract involves joint procurement

**I.3) Communication**

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

<https://litmustms.co.uk/respond/3WGAK3EMBE>

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**

Our Lady of Walsingham Catholic 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**

Our Lady of Walsingham Catholic Trust delivers outstanding educational, spiritual and moral outcomes for all children regardless of their faith or backgrounds within an ethos based on full inclusion, high expectations, innovation, outstanding teaching and learning, and a relentless focus on the needs and potential of every child.

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

Value excluding VAT: £615,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKH14 - Suffolk

Main site or place of performance

Suffolk

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

The Trust is a Catholic-based, child-centred MAT. We are founded on Catholic values which underpin every social, academic and pastoral relationship and the related behaviours which act as live witness to our Faith. Inspired and supported by these values, we seek to develop the characteristics of effective learners in our children so that, whatever their future holds, they can approach this with character, confidence, resilience and a Christ-centred moral compass.

The successful Supplier will be required to provide cleaning services the Trust at the following locations;

- St Alban's Catholic High School, Digby Road, Ipswich, Suffolk IP4 3NJ
- St Laurence Catholic Primary School, Arbury Road, Cambridge CB4 2JX
- St Louis Catholic Academy, Fordham Road, Newmarket CB8 7AA
- St Felix Catholic Primary School, School Ln, Haverhill CB9 9DE

The contract covers the scope for the provision of all cleaning services at each of the above schools.

The overall emphasis for this service is on achieving 'best value' and the successful Supplier will be expected to demonstrate innovation, flexibility and commercialism.

The contract being offered commences on 1 September 2024 for an initial three year period and will operate on a fixed cost basis. Although the contract commencement date is 1 September 2024, unless otherwise agreed there will be no cleaning provision required until start of Term (c.5th September 2024).

Please note that the successful Supplier will pay The Litmus Partnership a consultancy fee on award of this contract, which will be to the value of £8,000.00 plus VAT. This fee will be invoiced immediately after the contract award (w/c 28 June 2024). To ensure transparency, you will clearly show within your management fee a breakdown of this consultancy fee, over the length of the contract. The total full fee will be paid by the successful Supplier, in full to The Litmus Partnership, by no later than 26th July 2024.

The approximate current value of this contract is £615,000.

Please see SQ document for more 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: £615,000

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

Start date

1 September 2024

End date

31 August 2027

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

## **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

22 March 2024

Local time

12:00pm

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

15 April 2024

#### **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.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **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-Suffolk:-School-cleaning-services./3WGAK3EMBE>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/3WGAK3EMBE>

GO Reference: GO-2024219-PRO-25255420

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

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

Our Lady of Walsingham Catholic Trust

Digby Road, Ipswich

Suffolk

IP4 3NJ

Country

United Kingdom