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Tender

## **DoJ - NIPS - Supply and Delivery of Janitorial Supplies**

The Northern Ireland Prison Service

F02: Contract notice

Notice identifier: 2025/S 000-006022

Procurement identifier (OCID): ocds-h6vhtk-04e482

Published 19 February 2025, 7:13pm

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

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

The Northern Ireland Prison Service

c/o CPD Clare House 303 Airport Road West

BELFAST

BT3 9ED

#### **Email**

[justcie.cpd@finance-ni.gov.uk](mailto:justcie.cpd@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

#### **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

### **I.3) Communication**

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

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

Body governed by public law

### **I.5) Main activity**

General public services

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## **Section II: Object**

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

#### **II.1.1) Title**

DoJ - NIPS - Supply and Delivery of Janitorial Supplies

Reference number

ID 5744384

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

- 39220000 - Kitchen equipment, household and domestic items and catering supplies

**II.1.3) Type of contract**

Supplies

**II.1.4) Short description**

The Northern Ireland Prison Service, (NIPS) wishes to establish a contract(s) for the Supply and Delivery of Janitorial Supplies. This Tender will be divided into the following four (4) Lots/contracts:- Lot 1 – Waste Bins, Laundry and Shower Accessories, Lot 2 – Bin Liners, Plastic and Paper Bags, Lot 3 – Brushes, Mops, Buckets and Accessories and Lot 4 – Cleaning Products and Accessories. Under the scope of this contract, the Supplier(s) will be required to supply and deliver a range of janitorial items as specified in the accompanying Tender documentation to the 3 Prison establishment Locations listed in the Specification document. The contracts will be awarded for a fixed term of 5 years from date of commencement.

**II.1.5) Estimated total value**

Value excluding VAT: £5,500,000

**II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

4

**II.2) Description****II.2.1) Title**

Lot 1 – Waste Bins, Laundry and Shower Accessories

Lot No

1

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

- 39224000 - Brooms and brushes and other articles of various types
- 39224100 - Brooms
- 39224200 - Brushes

- 39224300 - Brooms and brushes and other articles for household cleaning
- 39224310 - Toilet brushes
- 39224320 - Sponges
- 39224330 - Buckets
- 39224340 - Bins
- 39224350 - Dustpans
- 39225000 - Lighters, articles of combustible materials, pyrotechnics, matches and liquid or liquefied gas fuels
- 39525600 - Dishcloths
- 39525800 - Cleaning cloths
- 39525810 - Polishing cloths
- 39800000 - Cleaning and polishing products
- 19640000 - Polythene waste and refuse sacks and bags
- 39810000 - Odoriferous preparations and waxes
- 39830000 - Cleaning products

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

NUTS codes

- UKN0 - Northern Ireland

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

The Northern Ireland Prison Service, (NIPS) wishes to establish a contract(s) for the Supply and Delivery of Janitorial Supplies. This Tender will be divided into the following four (4) Lots/contracts:- Lot 1 – Waste Bins, Laundry and Shower Accessories, Lot 2 – Bin Liners, Plastic and Paper Bags, Lot 3 – Brushes, Mops, Buckets and Accessories and Lot 4 – Cleaning Products and Accessories. Under the scope of this contract, the Supplier(s) will be required to supply and deliver a range of janitorial items as specified in the accompanying Tender documentation to the 3 Prison establishment Locations listed in the Specification document. The contracts will be awarded for a fixed term of 5 years from date of commencement.

### **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: £275,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

This contract is subject to renewal

#### **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.2.14) Additional information**

Contract Value. The figure indicated in the above sections represents an estimated contract value. This value reflects the potential scale of the contract and takes into account potential optional extension periods and the uptake of potential optional services as detailed in the tender documents. This figure does not however take into account the application of indexation. Neither CPD nor the Authority can provide any guarantee as to the level of business under this contract. The Contracting Authority does not bind itself to accept the lowest or any tender. Economic Operators remain responsible for all costs and expenses incurred by them or by any third party acting under instructions from the

Economic Operator in connection with taking part in this procurement process regardless of whether such costs arise as a consequence, directly or indirectly of any amendments made to the procurement documents by the Contracting Authority at any time. No legally binding contract shall arise (and an Economic Operator shall have no legitimate expectation that a contract will be entered into) until such time as entry into the Contract has been confirmed by the Contracting Authority. Economic Operators should note that all dates, time periods and figures in relation to values and volumes specified in this notice and the procurement documents are approximate only and the Contracting Authority reserves the right to change any or all of them.

## **II.2) Description**

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

Lot 2 – Bin Liners, Plastic and Paper Bags

Lot No

2

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

- 39224000 - Brooms and brushes and other articles of various types
- 39224100 - Brooms
- 39224200 - Brushes
- 39224300 - Brooms and brushes and other articles for household cleaning
- 39224310 - Toilet brushes
- 39224320 - Sponges
- 39224330 - Buckets
- 39224340 - Bins
- 39224350 - Dustpans
- 39225000 - Lighters, articles of combustible materials, pyrotechnics, matches and liquid or liquefied gas fuels
- 39525600 - Dishcloths
- 39525800 - Cleaning cloths
- 39525810 - Polishing cloths

- 39800000 - Cleaning and polishing products
- 19640000 - Polythene waste and refuse sacks and bags
- 39810000 - Odoriferous preparations and waxes
- 39830000 - Cleaning products

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

NUTS codes

- UKN0 - Northern Ireland

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

The Northern Ireland Prison Service, (NIPS) wishes to establish a contract(s) for the Supply and Delivery of Janitorial Supplies. This Tender will be divided into the following four (4) Lots/contracts:- Lot 1 – Waste Bins, Laundry and Shower Accessories, Lot 2 – Bin Liners, Plastic and Paper Bags, Lot 3 – Brushes, Mops, Buckets and Accessories and Lot 4 – Cleaning Products and Accessories. Under the scope of this contract, the Supplier(s) will be required to supply and deliver a range of janitorial items as specified in the accompanying Tender documentation to the 3 Prison establishment Locations listed in the Specification document. The contracts will be awarded for a fixed term of 5 years from date of commencement.

### **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: £1,155,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The contract is subject to renewal

#### **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.2.14) Additional information**

Contract Value. The figure indicated in the above sections represents an estimated contract value. This value reflects the potential scale of the contract and takes into account potential optional extension periods and the uptake of potential optional services as detailed in the tender documents. This figure does not however take into account the application of indexation. Neither CPD nor the Authority can provide any guarantee as to the level of business under this contract. The Contracting Authority does not bind itself to accept the lowest or any tender. Economic Operators remain responsible for all costs and expenses incurred by them or by any third party acting under instructions from the Economic Operator in connection with taking part in this procurement process regardless of whether such costs arise as a consequence, directly or indirectly of any amendments made to the procurement documents by the Contracting Authority at any time. No legally binding contract shall arise (and an Economic Operator shall have no legitimate expectation that a contract will be entered into) until such time as entry into the Contract has been confirmed by the Contracting Authority. Economic Operators should note that all dates, time periods and figures in relation to values and volumes specified in this notice and the procurement documents are approximate only and the Contracting Authority reserves the right to change any or all of them.

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

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

Lot 3 – Brushes, Mops, Buckets and Accessories

Lot No



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

- 39224000 - Brooms and brushes and other articles of various types
- 39224100 - Brooms
- 39224200 - Brushes
- 39224300 - Brooms and brushes and other articles for household cleaning
- 39224310 - Toilet brushes
- 39224320 - Sponges
- 39224330 - Buckets
- 39224340 - Bins
- 39224350 - Dustpans
- 39225000 - Lighters, articles of combustible materials, pyrotechnics, matches and liquid or liquefied gas fuels
- 39525600 - Dishcloths
- 39525800 - Cleaning cloths
- 39525810 - Polishing cloths
- 39800000 - Cleaning and polishing products
- 19640000 - Polythene waste and refuse sacks and bags
- 39810000 - Odoriferous preparations and waxes
- 39830000 - Cleaning products

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

NUTS codes

- UKN0 - Northern Ireland

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

The Northern Ireland Prison Service, (NIPS) wishes to establish a contract(s) for the Supply and Delivery of Janitorial Supplies. This Tender will be divided into the following four (4) Lots/contracts:- Lot 1 – Waste Bins, Laundry and Shower Accessories, Lot 2 – Bin Liners, Plastic and Paper Bags, Lot 3 – Brushes, Mops, Buckets and Accessories and Lot 4 – Cleaning Products and Accessories. Under the scope of this contract, the Supplier(s)

will be required to supply and deliver a range of janitorial items as specified in the accompanying Tender documentation to the 3 Prison establishment Locations listed in the Specification document. The contracts will be awarded for a fixed term of 5 years from date of commencement.

#### **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: £2,365,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

This contract is subject to renewal

#### **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.2.14) Additional information**

Contract Value. The figure indicated in the above sections represents an estimated contract value. This value reflects the potential scale of the contract and takes into

account potential optional extension periods and the uptake of potential optional services as detailed in the tender documents. This figure does not however take into account the application of indexation. Neither CPD nor the Authority can provide any guarantee as to the level of business under this contract. The Contracting Authority does not bind itself to accept the lowest or any tender. Economic Operators remain responsible for all costs and expenses incurred by them or by any third party acting under instructions from the Economic Operator in connection with taking part in this procurement process regardless of whether such costs arise as a consequence, directly or indirectly of any amendments made to the procurement documents by the Contracting Authority at any time. No legally binding contract shall arise (and an Economic Operator shall have no legitimate expectation that a contract will be entered into) until such time as entry into the Contract has been confirmed by the Contracting Authority. Economic Operators should note that all dates, time periods and figures in relation to values and volumes specified in this notice and the procurement documents are approximate only and the Contracting Authority reserves the right to change any or all of them.

## **II.2) Description**

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

Lot 4 – Cleaning Products and Accessories

Lot No

4

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

- 39224000 - Brooms and brushes and other articles of various types
- 39224100 - Brooms
- 39224200 - Brushes
- 39224300 - Brooms and brushes and other articles for household cleaning
- 39224310 - Toilet brushes
- 39224320 - Sponges
- 39224330 - Buckets
- 39224340 - Bins
- 39224350 - Dustpans
- 39225000 - Lighters, articles of combustible materials, pyrotechnics, matches and liquid or liquefied

gas fuels

- 39525600 - Dishcloths
- 39525800 - Cleaning cloths
- 39525810 - Polishing cloths
- 39800000 - Cleaning and polishing products
- 19640000 - Polythene waste and refuse sacks and bags
- 39810000 - Odoriferous preparations and waxes
- 39830000 - Cleaning products

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

NUTS codes

- UKN0 - Northern Ireland

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

The Northern Ireland Prison Service, (NIPS) wishes to establish a contract(s) for the Supply and Delivery of Janitorial Supplies. This Tender will be divided into the following four (4) Lots/contracts:- Lot 1 – Waste Bins, Laundry and Shower Accessories, Lot 2 – Bin Liners, Plastic and Paper Bags, Lot 3 – Brushes, Mops, Buckets and Accessories and Lot 4 – Cleaning Products and Accessories. Under the scope of this contract, the Supplier(s) will be required to supply and deliver a range of janitorial items as specified in the accompanying Tender documentation to the 3 Prison establishment Locations listed in the Specification document. The contracts will be awarded for a fixed term of 5 years from date of commencement.

### **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: £1,705,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The contract is subject to renewal

#### **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.2.14) Additional information**

Contract Value. The figure indicated in the above sections represents an estimated contract value. This value reflects the potential scale of the contract and takes into account potential optional extension periods and the uptake of potential optional services as detailed in the tender documents. This figure does not however take into account the application of indexation. Neither CPD nor the Authority can provide any guarantee as to the level of business under this contract. The Contracting Authority does not bind itself to accept the lowest or any tender. Economic Operators remain responsible for all costs and expenses incurred by them or by any third party acting under instructions from the Economic Operator in connection with taking part in this procurement process regardless of whether such costs arise as a consequence, directly or indirectly of any amendments made to the procurement documents by the Contracting Authority at any time. No legally binding contract shall arise (and an Economic Operator shall have no legitimate expectation that a contract will be entered into) until such time as entry into the Contract has been confirmed by the Contracting Authority. Economic Operators should note that all dates, time periods and figures in relation to values and volumes specified in this notice and the procurement documents are approximate only and the Contracting Authority reserves the right to change any or all of them.

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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

24 March 2025

Local time

3:00pm

#### **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**

Tender must be valid until: 22 June 2025

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

Date

24 March 2025

Local time

3:30pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Contract Monitoring. The successful contractor's performance on the contract will be regularly monitored in line with the tender documentation. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a Notice of Unsatisfactory Performance and the contract may be terminated. The issue of a Notice of Unsatisfactory Performance can result in the Contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of three years from the date of issue..

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

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

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

N/A

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.

