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Opportunity

Rental Laundry Solution for Student Halls of Residences

UNIVERSITY OF SOUTHAMPTON

F02: Contract notice

Notice reference: 2023/S 000-007809

Published: 17 March 2023, 11:48am

Section I: Contracting authority

I.1) Name and addresses

UNIVERSITY OF SOUTHAMPTON

BUILDING 37, HIGHFIELD CAMPUS, UNIVERSITY ROAD

SOUTHAMPTON

SO171BJ

Contact

Angela Nemeth

Email

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Telephone

+44 02380595000

Country

United Kingdom

NUTS code

UKJ3 - Hampshire and Isle of Wight

Companies House

RC000668

Internet address(es)

Main address

<https://www.southampton.ac.uk/>

I.3) Communication

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

<https://in-tendhost.co.uk/universityofsouthampton.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/universityofsouthampton.aspx/Home>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Rental Laundry Solution for Student Halls of Residences

Reference number

2021UoS-0407

II.1.2) Main CPV code

- 98311100 - Laundry-management services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Southampton's Residences Team looks after 7 Halls of Residence containing 93 blocks of buildings and over 6,500 bed spaces. We are one of the largest providers of student accommodation in the UK Higher Education.

The University is looking for one supplier to provide all designated Residences sites access to modern launderette facilities 365 days a year, for a ten (10)-year contract. The University is looking to provide managed laundries in which there are no costs for students at the point of use. The cost of this will be organised by Residences and covered in student rents; the cost shall include a total monthly rental cost for all machines installed and for associated services provided.

II.1.5) Estimated total value

Value excluding VAT: £1,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 98311200 - Laundry-operation services

II.2.3) Place of performance

NUTS codes

- UKJ3 - Hampshire and Isle of Wight

II.2.4) Description of the procurement

The University of Southampton is looking for a supplier to provide all designated sites access to modern launderette facilities 365 days a year, for a ten (10)-year contract. The University is looking to provide managed laundries in which there are no costs for students at the point of use. The cost of this will be organised by the Residences department of the University and covered in student rents. This includes a total monthly rental cost for all machines installed and for associated services provided which will be used to establish costs to the University.

The University anticipates that this contract will provide significant enhancements in line with the requirements to current arrangements in terms of both facilities and equipment.

The service will require a provision across all existing launderette facilities of new machines (washers and dryers), new shop fitting and boxing in, noticeboards (as space allows), physical and digital communications for users, and seating conforming to the relevant British Standards (as space allows).

Decoration will remain the responsibility of the University of Southampton. The University will own the services and equipment behind the machines thus will be responsible for the inspections and maintenance of this equipment and the machine connections.

The University will make available to the successful supplier supplies of gas, electricity, data provision, WI-FI, hard-wired internet facilities, drainage, lighting and both hot and cold water to the launderette areas.

Procurement Process: This procurement process is being conducted as an Open Procedure consisting of one stage advertised as per the requirements of the Public Contract Regulations 2015.

Contract Period: The University proposes to enter into a Contract for 10 years. The contract will be effective on signing.

Contract Value: The total estimated value of this contract is £1.5 million (GBP) in total, excluding VAT. This figure is given as a guide based on current planning to assist in the

preparation of a Tender submission. This figure should not be interpreted as an undertaking to purchase any goods or services to any particular value. Moreover, this figure accounts for any additional machine requirements not currently contained or stated in within the University's Specification and also does not account for the cost of machine renewals due to age, sustainability requirements or any other factor.

TUPE is not applicable to this procurement activity.

II.2.5) Award criteria

Quality criterion - Name: Mandatory Requirement - CC3 (Health and Safety) / Weighting: PASS/FAIL

Quality criterion - Name: Quality criterion / Weighting: 60%

Cost criterion - Name: Cost criterion / Weighting: 40%

II.2.6) Estimated value

Value excluding VAT: £1,500,000

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

Duration in months

120

This contract is subject to renewal

Yes

Description of renewals

The contract for laundry services is likely to be an ongoing requirement for the University therefore is likely to be subject to renewal.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

This procurement is not suitable for splitting into Lots. The risk of dividing the requirement into Lots would render the execution of the contract excessively technically difficult, not cost effective and would undermine proper execution of the contract.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

To support the financial assessment, the University will obtain a Business Risk Report for all Tenderers and every organisation that is being relied on to meet this procurement, using an independent company called Creditsafe.

The University reserves the right to exclude a Tenderer or request provision of further assurances such as parent company/bank guarantee or performance bonds where a Tenderer's Business Risk Score is: "Moderate Risk"; "High Risk"; "Very High Risk"; or "Not Rated", based on the rating provided by Creditsafe

Where a Business Risk Score from our external system is not available, then an alternative method of assessing financial standing will be used. This method is detailed within the Invitation to Tender document set.

Minimum level(s) of standards possibly required

Tenderers are advised that a requirement of this procurement is to have in place, or commit to obtain prior to the commencement of the contract, the following minimum insurance levels:

Employers (Compulsory) Liability: £10 million GBP per occurrence.

Public Liability: £10 million GBP per occurrence.

Product Liability: £10 million GBP per occurrence and in aggregate

III.1.3) Technical and professional ability

List and brief description of selection criteria

Tenderers attention is drawn to the MANDATORY requirements of the award criteria:

e.g.

- Grounds for mandatory exclusion
- Grounds for discretionary exclusion
- Economic & Financial Standing
- Insurance
- Compliance with equality legislation
- Health & Safety

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

28 April 2023

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

28 April 2023

Local time

12:01pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic payment will be used

VI.3) Additional information

E-Tendering Portal: The University is utilising an electronic tendering tool, In-Tend (<https://intendhost.co.uk/universityofsouthampton>) to manage this procurement and to communicate with potential suppliers and/or tenderers (as appropriate).

All documentation in relation to this tender can be downloaded from In-Tend.

Potential suppliers/tenderers are advised that there will be no hard copy documents issued and all communications with the University, including the submission of Selection Stage and/or Invitation to Tender responses will be conducted via In-Tend.

Regular monitoring of the portal is the responsibility of the potential supplier/tenderer.

If you are not already registered as a supplier with the University of Southampton, you will need to register in In-Tend in order to access the procurement documentation.

Once you have logged in as a supplier: click on 'Tenders'; locate the relevant project; and click 'View Details'. Once you are in the project screen, you will be able to register your organisation against the project and access all documentation by clicking 'Express Interest'.

Potential suppliers/tenderers are advised that formal expressions of interest in the project must be by way of completion and return of the relevant documents via In-Tend.

Further instructions for the submission of responses are below:

To submit your return:

1. Log in

2. Click 'Tenders'
3. Locate the relevant project
4. View details
5. Click on the tab relating to the relevant project stage (e.g. 'Invitation to Tender')
6. Click on the 'Attach Documents' button and upload your return.
7. Check ALL your response documents are uploaded and displayed in the 'My Tender Return' panel. The system will only permit your organisation to make one return.
8. Click the red 'Submit Return' button.

Please note, to preserve the integrity of the procurement, all communications with the University must be made via the correspondence function within In-Tend.

Publication of Award Details: In accordance with Regulation 50, paragraph (2) of the Public Contracts Regulations 2015 and subject to Article 5 and Annex 5, Part D (13) of Directive 2014/24/EU of the European Parliament and of the Council (if applicable), the University intends to publish the value of any resulting contract at the award stage, and reserves the right to do so. By submitting a response, potential suppliers/tenderers are consenting to publication of this information unless otherwise agreed in advance with the University.

Costs and Expenses: Potential suppliers/tenderers are solely responsible for their costs and expenses incurred in connection with the preparation and submission of responses and participation in this and all future stages of this procurement. Under no circumstances will the University be liable for any costs or expenses borne by potential suppliers/tenderers or any of their supply chain, partners or advisers in this procurement process.

The University is not liable for any costs in the event of the cancellation of this procurement process.

VI.4) Procedures for review

VI.4.1) Review body

University of Southampton

BUILDING 37, HIGHFIELD CAMPUS, UNIVERSITY ROAD

Southampton

SO17 1BJ

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procurement@soton.ac.uk

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