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Tender

Optivo Office Cleaning and Related Services

Optivo

F02: Contract notice

Notice identifier: 2022/S 000-008139

Procurement identifier (OCID): ocds-h6vhtk-032665

Published 25 March 2022, 12:27pm

Section I: Contracting authority

I.1) Name and addresses

Optivo

125 High Street

Croydon

CR0 9XP

Email

kim.newman@optivo.org.uk

Telephone

+44 8001216060

Country

United Kingdom

NUTS code

UKI62 - Croydon

Internet address(es)

Main address

<http://www.optivo.org.uk>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA8521

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

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Optivo Office Cleaning and Related Services

Reference number

OP 7359

II.1.2) Main CPV code

- 90919200 - Office cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

Office Cleaning and Related Services to the Optivo office portfolio in London, Kent, Sussex and West Midlands.

II.1.5) Estimated total value

Value excluding VAT: £3,780,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products
- 45452000 - Exterior cleaning work for buildings
- 90000000 - Sewage, refuse, cleaning and environmental services
- 90641000 - Gully cleaning services

- 90900000 - Cleaning and sanitation services
- 90910000 - Cleaning services
- 90911000 - Accommodation, building and window cleaning services
- 90911100 - Accommodation cleaning services
- 90911200 - Building-cleaning services
- 90911300 - Window-cleaning services
- 90919200 - Office cleaning services
- 90524000 - Medical waste services
- 85142300 - Hygiene services
- 72512000 - Document management services
- 90922000 - Pest-control services
- 39830000 - Cleaning products

II.2.3) Place of performance

NUTS codes

- UKG - West Midlands (England)
- UKJ4 - Kent
- UKI4 - Inner London – East
- UKI6 - Outer London – South
- UKJ2 - Surrey, East and West Sussex

Main site or place of performance

Office locations within London, Kent, Sussex and West Midlands

II.2.4) Description of the procurement

Cleaning and related services to the Optivo portfolio of office accommodation.

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: £3,780,000

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

Option to extend by up to a further 2 years.

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Selection criteria as stated in the procurement documents

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As stated in the tender documents.

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

6 May 2022

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

Tender must be valid until: 2 September 2022

IV.2.7) Conditions for opening of tenders

Date

6 May 2022

Local time

12:00pm

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

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>

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.

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.

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=225678.

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(MT Ref:225678)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

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>