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Tender

East Sheen Primary School ~ Cleaning

East Sheen Primary School

F02: Contract notice

Notice identifier: 2023/S 000-008206

Procurement identifier (OCID): ocds-h6vhtk-03b4d2

Published 21 March 2023, 4:05pm

Section I: Contracting authority

I.1) Name and addresses

East Sheen Primary School

Upper Richmond Road West

London

SW14 8ED

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

Region code

UKI - London

Internet address(es)

Main address

<https://www.eastsheen.richmond.sch.uk>

I.3) Communication

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

<https://litmustms.co.uk/respond/H878FBDUX5>

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

East Sheen Primary School ~ Cleaning

II.1.2) Main CPV code

- 90919300 - School cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

The tender project is seeking to appoint a contractor whose initiative and innovation will be welcomed for the provision of cleaning services within the existing facilities for the 581 students on roll and 83 teaching and support staff.

II.1.5) Estimated total value

Value excluding VAT: £166,950

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

LONDON

II.2.4) Description of the procurement

East Sheen Primary is a community school in The London Borough of Richmond upon Thames. We are a three-form entry primary school with an excellent reputation for providing fun and happiness, combined with high standards of education. The children, staff and parents consistently move the school forward in an exciting and enriching way; we never stand still!

We are an accredited Thinking School and are well on the way to meet our strategy to become an environmentally intelligent school. Our aim is to provide a well-rounded, broad based, exciting education for all our children. Our pupils have a reputation as confident, well-mannered and sociable people who will participate in and contribute to the community. Our last OFSTED inspection and our consistently strong annual results show a school that records outstanding educational achievement and a high-level of value add across the board.

The tender project is seeking to appoint a contractor whose initiative and innovation will be welcomed for the provision of cleaning services within the existing facilities for the 581 students on roll and 83 teaching and support staff. The School would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

The contract being tendered is for three years in duration from 1 September 2023 to 31 August 2026 and will operate as a Guaranteed Performance Contract, with the successful Contractor offering the School a guaranteed return / cost per annum for the provision of cleaning services.

The school year is based on a calendar of 195 days. Five days are to be used for staff professional development which means that School will be open to receive students for the legal minimum of 190 days.

The contract offered covers the scope for the provision of all cleaning services within the School, which currently includes daily cleaning of the school site (see map attached) and deep cleaning in holiday periods. Windows not currently included but the school would welcome this to be included as part of the bid (included as a separate item).

Whilst the School prioritises value for money as a key objective of the Competitive Tender Process, the Governing body is not obliged to accept the lowest price.

The value of the current contract is: - 2022/23 £ 55,650.

Please be advised that this contract will be let on a 3-year fixed price basis.

See SQ document for further 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: £166,950

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

Start date

1 September 2023

End date

31 August 2026

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

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

Accelerated procedure

Justification:

Contract start September 2023

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 April 2023

Local time

12:00pm

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

1 May 2023

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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-London:-School-cleaning-services./H878FBDUX5>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/H878FBDUX5>

GO Reference: GO-2023321-PRO-22361944

VI.4) Procedures for review

VI.4.1) Review body

East Sheen Primary School

London

SW14 8ED

Country

United Kingdom