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Tender

Provision of cleaning services

Belfast City Council
Visit Belfast

F02: Contract notice

Notice identifier: 2022/S 000-008669

Procurement identifier (OCID): ocds-h6vhtk-032878

Published 31 March 2022, 12:15pm

Section I: Contracting authority

I.1) Name and addresses

Belfast City Council

9 Adelaide Street

Belfast

BT2 8DJ

Contact

Brenda McIntosh

Email

mcintoshb@belfastcity.gov.uk

Telephone

+44 2890320202

Country

United Kingdom

NUTS code

UKN06 - Belfast

Internet address(es)

Main address

<https://www.belfastcity.gov.uk/>

Buyer's address

<https://e-sourcingni.bravosolution.co.uk/web/login.shtml>

I.1) Name and addresses

Visit Belfast

9 Donegall Square North

Belfast

BT1 5GB

Contact

Mary Dickson

Email

marydickson@visitbelfast.com

Country

United Kingdom

NUTS code

UKN06 - Belfast

Internet address(es)

Main address

<https://visitbelfast.com/>

I.2) Information about joint procurement

The contract involves joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://e-sourcingni.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://e-sourcingni.bravosolution.co.uk/web/login.shtml>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of cleaning services

Reference number

T2193

II.1.2) Main CPV code

- 90000000 - Sewage, refuse, cleaning and environmental services

II.1.3) Type of contract

Services

II.1.4) Short description

This Contract is for the provision of cleaning services across a number of Council locations 'the Premises'.

Service requirements at each of the Premises is set out in the Specification and should be read in conjunction with item descriptions and instructions included in the Pricing Schedule.

It envisaged that the cleaning requirements will evolve over time and the Contractor will work with the Council to develop these requirements in order to deliver the best value for money 'VFM' service. This may require reducing or increasing the cleaning requirements at each Premises and adjust the relevant prices in the Pricing Schedule accordingly.

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)

- 16613000 - Machines for cleaning, sorting or grading seed, grain or dried vegetables
- 85000000 - Health and social work services
- 90600000 - Cleaning and sanitation services in urban or rural areas, and related services
- 90641000 - Gully cleaning services
- 90900000 - Cleaning and sanitation services
- 90910000 - Cleaning services
- 90911000 - Accommodation, building and window cleaning services
- 90911200 - Building-cleaning services
- 90911300 - Window-cleaning services
- 90919000 - Office, school and office equipment cleaning services
- 90919200 - Office cleaning services

II.2.3) Place of performance

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Belfast City Council area

II.2.4) Description of the procurement

This Contract is for the provision of cleaning services across a number of Council locations 'the Premises'.

Service requirements at each of the Premises is set out in Specification and should be read in conjunction with item descriptions and instructions included in the Pricing Schedule.

It envisaged that the cleaning requirements set out in the Specification will evolve over time and the Contractor will work with the Council to develop these requirements in order to deliver the best value for money 'VFM' service. This may require reducing or increasing the cleaning requirements at each Premises adjust the relevant prices in the Pricing Schedule accordingly.

The Council reserves the right to add the following additional requirements to the Service

under this Contract during the Contract Period: -

Other cleaning services related to the Premises that are not already included for in (e.g. window cleaning, roof and guttering cleaning, external powerwashing, specialist cleaning, feminine hygiene provision and management) provided the Contractor has the capacity, capability and suitably experience to provide the additional services at the time of being required.

Additional Premises not listed. This may be in response to additional Premises being identified and/or changes in how the Council's in house cleaning services are resourced and delivered.

Temporary support for the Council's in house operations to cover any shortfall in available resources.

Introduce required changes associated with the Service to the Specification to accommodate changes to the Council's operational model and working practices e.g. functional re-structuring, new customer hub, etc;

Events related cleaning and site tidy up;

Major incident/ health outbreak that requires deep cleans of Premises or other type of cleaning services.

The value in this contract notice includes for the potential of additional services to be added over the 5 year contract period.

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: £1,500,000

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 initial Contract Period is for 3 years. The Council reserves the right to extend/renew the Contract up to a further 2 years (1 + 1 years). Any extension may be subject to further approval by Council Committee, availability of funding and satisfactory performance of the Contractor.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Council reserves the right to add the following additional requirements to the Service under this Contract during the Contract Period: -

Other cleaning services related to the Premises that are not already included for in the Specification or the Pricing Schedule (e.g. window cleaning, roof and guttering cleaning, external powerwashing, specialist cleaning, feminine hygiene provision and management) provided the Contractor has the capacity, capability and suitably experience to provide the additional services at the time of being required.

Additional Premises not listed in the Specification. This may be in response to additional Premises being identified and/or changes in how the Council's in house cleaning services are resourced and delivered.

Temporary support for the Council's in house operations to cover any shortfall in available resources.

Introduce required changes associated with the Service to the Specification to accommodate changes to the Council's operational model and working practices e.g. functional re-structuring, new customer hub, etc;

Events related cleaning and site tidy up;

Major incident/ health outbreak that requires deep cleans of Premises or other type of cleaning services.

Large scale projects or changes may be subject to price negotiation based on economies of scale. The Council reserves the right to explore/ use other procurement options in all

circumstances where VFM is not demonstrated.

The Council reserves the right to add or remove Premises from the Contract in line with the Council's requirements. Where the Council identifies an additional Premises to be added the Contractor will be expected to price based similar Premises/ tasks priced in the Pricing Schedule.

Any contract variation may be subject to further Council internal approvals and be in accordance with the provisions of the Public Contracts Regulations.

The following additional users have been included in the Premises at the time of writing the Specification and come under the definition of the 'Council' where reference is made throughout the Specification and associated Contract Documents:

Visit Belfast (location details included in Annexe 1 of the Specification)

The Contract may also be used by other subsidiaries, affiliates and externally operated venues/ sites associated with the Council 'Others' (e.g. Belfast and Waterfront Hall, Community Hubs, Leisure Centres, Business Parks etc). The inclusion of Others would follow the process set out in clause 1.3 of the Specification.

The inclusion of Visit Belfast and Others as a contract user may require a separate contract to be created between the relevant Parties as a call off arrangement under this Contract under the same terms and conditions.

The contract value set out in this notice includes for the potential use of the above Options.

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Contract performance provisions are set out in the Specification and Terms and Conditions.

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

13 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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

13 May 2022

Local time

12:30pm

Place

via eSourcing NI

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.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

Belfast

Country

United Kingdom