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Tender

ITT280 Provision of Cleaning and Janitorial Supplies

University of Northampton

F02: Contract notice

Notice identifier: 2021/S 000-009306

Procurement identifier (OCID): ocds-h6vhtk-02abcb

Published 29 April 2021, 3:39pm

Section I: Contracting authority

I.1) Name and addresses

University of Northampton

University Drive

Northampton

NN1 5PH

Contact

Julia Gough

Email

procurement@northampton.ac.uk

Telephone

+44 7725724199

Country

United Kingdom

NUTS code

UKF24 - West Northamptonshire

Internet address(es)

Main address

www.northampton.ac.uk

Buyer's address

<https://in-tendhost.co.uk/universityofnorthampton/>

I.3) Communication

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

<https://in-tendhost.co.uk/universityofnorthampton/>

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/universityofnorthampton/>

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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://in-tendhost.co.uk/universityofnorthampton/>

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

ITT280 Provision of Cleaning and Janitorial Supplies

Reference number

ITT280

II.1.2) Main CPV code

- 39830000 - Cleaning products

II.1.3) Type of contract

Supplies

II.1.4) Short description

The University of Northampton is seeking an efficient, innovative, environmentally friendly, cost and financially competitive, high quality supplier of cleaning and janitorial supplies, conducted in an environmentally sound and sustainable manner. The Contractor shall be responsible for sourcing and delivery of the products as defined in an approved core list of items. Products required are cleaning and catering chemicals, paper goods and janitorial equipment. The University currently works on a consignments stock basis where stocks are kept topped up. The University of Northampton is looking for innovative supplier to further improve this process and demonstrate new ways of making the process seamless and deliver excellent services such as provision of and full access to an online ordering client portal. It is anticipated that the Contract will commence on 1st September 2021 and will run for 3 years with an option to extend for a further 1 year.

II.1.5) Estimated total value

Value excluding VAT: £210,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 39800000 - Cleaning and polishing products
- 39831240 - Cleaning compounds

II.2.3) Place of performance

NUTS codes

- UKF24 - West Northamptonshire

Main site or place of performance

Northampton

II.2.4) Description of the procurement

The University of Northampton is seeking an efficient, innovative, environmentally friendly, cost and financially competitive, high quality supplier of cleaning and janitorial supplies, conducted in an environmentally sound and sustainable manner. It must be noted that University of Northampton through this exercise seeks a supplier with proven track record of excellent service delivery, positive and satisfied customers experience achieved, capable of meeting its obligations with the scope of provided guidelines while provides measured quality in its services delivered. The University of Northampton has reaffirmed its commitment to combatting climate change by pledging to becoming net zero carbon by 2030. The institution's management team has endorsed the pledge to deliver net zero carbon by 2030, which means the University needs to eliminate or offset 5,000 tonnes of carbon emissions by the end of the decade. You can see the University's pledge on the <https://www.oneplanetpledge.org/pledges>. As a result, University of Northampton is looking for a supplier that has the same commitment and places green initiative such as recycling cardboards, less packaging and sourcing green and eco-friendly products where possible at the heart of their operations. As such the cardboard packaging shall consist of 80% recycled material. Products carrying a relevant Type Ecolabel fulfilling the listed criteria will be deemed to comply. The requirements of the latest revisions of the relevant EU Ecolabel criteria shall be met in full by those products which fall within their scope. The Contractor shall be responsible for sourcing and delivery of the products supplies as defined in an approved core list of items. Products required are cleaning and catering chemicals, paper goods and janitorial equipment. The University currently works on a consignments stock basis where stocks are topped up regularly. The University of Northampton is looking for innovative supplier to further improve this process and demonstrate new ways of making the process seamless and deliver excellent services such as provision of and full access and training on an online ordering portal/client portal which is required by the University to review products and prices. It is anticipated that the Contract will commence on 1st September 2021 and will run for 3 years with an option to extend for a further 1 year.

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: £210,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further 1 year entirely at the University's discretion.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 6

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

Tender is published on <https://in-tendhost.co.uk/universityofnorthampton/>. Please register

your organisation, once registration is accepted you can access the tender documents. Contract value in II.1.5 and II.2.6 is an estimate based on £70000 per year for contract length. The University envisages entering a 3 year contract with the option to extend the contract up to a further 1 years

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

Comply with Health & Safety & Conformity Obligations under COSHH Regulations and undertake Reasonable Checks and instructions of use for the products.

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

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

1 June 2021

Local time

12:00pm

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

17 June 2021

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: 3 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The University reserves the right to cancel or amend this procurement at any stage and to not award the contract in whole or in part, and does not bind itself to accept any tender. The University shall not be liable for any costs or expenses (of any nature) incurred by any prospective service provider (or any of its consortium members or sub-contractors) in responding to this notice or in participating in this procurement process, including (without limitation) if the University cancels or amends this procurement process or makes no contract award. The estimated contract value is £210000 GBP for the 3-year term and would be an estimated 280000 GBP if the contract was extended by 1 additional year extension.

VI.4) Procedures for review

VI.4.1) Review body

High Court

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The Procurement process will incorporate a standstill period at the point that notification of the proposed award of the contract is communicated to tenderers. That notification will provide information on the award decision as is required by the Public Contracts Regulations 2015.

