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Tender

## **ENU Student Accommodation Cleaning**

Edinburgh Napier University

F02: Contract notice

Notice identifier: 2025/S 000-010342

Procurement identifier (OCID): ocds-h6vhtk-04c1fa

Published 20 March 2025, 11:16am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Edinburgh Napier University

Sighthill Campus, 9 Sighthill Court

EDINBURGH

EH11 4BN

#### **Contact**

Steph Buchanan

#### **Email**

[s.buchanan2@napier.ac.uk](mailto:s.buchanan2@napier.ac.uk)

#### **Telephone**

+44 1314552983

## **Country**

United Kingdom

## **NUTS code**

UKM75 - Edinburgh, City of

## **Internet address(es)**

Main address

[www.napier.ac.uk](http://www.napier.ac.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00340](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00340)

## **I.2) Information about 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://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

## **I.4) Type of the contracting authority**

Body governed by public law

## **I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

ENU Student Accommodation Cleaning

Reference number

500PF-ENU-2425-PRF1089

#### **II.1.2) Main CPV code**

- 90911100 - Accommodation cleaning services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Edinburgh Napier University has a requirement for two service providers to provide cleaning services across our three student accommodation sites (Bainfield, Orwell Terrace, and Slateford Road). The scope covers weekly cleans, deep cleans and summer commercial cleans.

#### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for one lot only

Maximum number of lots that may be awarded to one tenderer: 1

### **II.2) Description**

#### **II.2.1) Title**

Bainfield Deep Cleans and Summer Commercial Cleans (incl. housekeeping) at Bainfield and Orwell Terrace

Lot No

1

## **II.2.2) Additional CPV code(s)**

- 90911100 - Accommodation cleaning services
- 90910000 - Cleaning services
- 90911000 - Accommodation, building and window cleaning services

## **II.2.3) Place of performance**

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Bainfield Napier University Student Accommodation - 6 Bainfield Dr, Edinburgh EH11 1AR

and

Orwell Terrace Student Accommodation - 24B Orwell Terrace, Edinburgh EH11 2DY.

## **II.2.4) Description of the procurement**

ENU has a requirement for a service provider to provide cleaning services at the Bainfield and Orwell Terrace Student Accommodation sites.

This lot is for the deep cleans required at Bainfield (required in June, August and January each year) and for the Summer Commercial Cleans, which is inclusive of house keeping (bed-making, linen duties etc.) at Bainfield and Orwell Terrace Student Accommodation sites during July-September each year.

## **II.2.5) Award criteria**

Quality criterion - Name: Quality Assurance / Weighting: 18

Quality criterion - Name: Business Continuity / Weighting: 12

Quality criterion - Name: Health & Safety / Weighting: 9

Quality criterion - Name: Sustainable Procurement Environmental / Weighting: 3

Quality criterion - Name: Lot 1 Methodology / Weighting: 9

Quality criterion - Name: Lot 1 Methodology – Key Personnel and Management of Contract / Weighting: 9

Price - Weighting: 40

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

Start date

2 June 2025

End date

1 June 2028

This contract is subject to renewal

Yes

Description of renewals

The Contract Term shall be 3 years initially with the option to extend the contract for two separate periods of 12 months (3+1+1).

### **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) Description**

### **II.2.1) Title**

Weekly Cleans (All Sites) and Deep Cleans for Orwell Terrace and Slateford Road

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 90910000 - Cleaning services
- 90911000 - Accommodation, building and window cleaning services
- 90911100 - Accommodation cleaning services

### **II.2.3) Place of performance**

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Bainfield Accommodation - 6 Bainfield Dr, Edinburgh EH11 1AR

Orwell Terrace Accommodation - 24B Orwell Terrace, Edinburgh EH11 2DY

Slateford Road Accommodation - 1 Slateford Rd, Edinburgh EH11 1FE

### **II.2.4) Description of the procurement**

ENU has a requirement for a service provider to provide cleaning services at the Bainfield, Orwell Terrace, and Slateford Road Student Accommodation sites.

This lot is for the Weekly cleans (all 3 sites) as well as the deep cleans for both Orwell Terrace and Slateford Road (required in June, August, and January each year).

### **II.2.5) Award criteria**

Quality criterion - Name: Quality Assurance / Weighting: 18

Quality criterion - Name: Business Continuity / Weighting: 12

Quality criterion - Name: Health & Safety / Weighting: 9

Quality criterion - Name: Sustainable Procurement Environmental / Weighting: 3

Quality criterion - Name: Lot 2 Methodology / Weighting: 9

Quality criterion - Name: Lot 2 Methodology – Key Personnel and Management of Contract / Weighting: 9

Price - Weighting: 40

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

Start date

2 June 2025

End date

1 June 2028

This contract is subject to renewal

Yes

Description of renewals

The Contract Term shall be 3 years initially with the option to extend the Contract for two separate periods of 12 months (3+1+1).

### **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

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-038964](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

10 April 2025

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

#### **IV.2.7) Conditions for opening of tenders**

Date

10 April 2025



Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: In 3-5 years dependent upon contract extensions

### **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**

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

Professional Risk Indemnity: GBP5M

Employer's (Compulsory) Liability: GBP10M

Public Liability: GBP10M

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 28552. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:793391)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Edinburgh Sheriff Court

27 Chambers St

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom