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Tender

Toilet Attendant and Market Cleaner at West Bromwich Markets

Sandwell Metropolitan Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-011146

Procurement identifier (OCID): ocids-h6vhtk-04500e

Published 5 April 2024, 3:32pm

Section I: Contracting authority

I.1) Name and addresses

Sandwell Metropolitan Borough Council

Sandwell Council House, Freeth Street

Oldbury

B69 3DB

Contact

Michelle Hackwood

Email

michelle_hackwood@sandwell.gov.uk

Country

United Kingdom

NUTS code

UKG37 - Sandwell

Internet address(es)

Main address

www.sandwell.gov.uk

Buyer's address

www.sandwell.gov.uk

I.3) Communication

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

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

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/sandwellmbc>

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

Toilet Attendant and Market Cleaner at West Bromwich Markets

Reference number

SMBC 24009

II.1.2) Main CPV code

- 90910000 - Cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

The Council operates public ladies, gents and disabled toilets within the Kings Square Shopping Centre. The toilets are open between 9am and 5pm Monday to Saturday. Tasks include opening toilets, closing toilets, cleaning, re-stocking disposables, record keeping, notification of stock requirements, liaison with Markets Management. An additional requirement is to provide reliable cover in the New Market Hall to cover for leave/sickness etc of existing staff. Hours would be irregular (AD hock), and cover may be required at short notice. Tasks will include refuse disposal utilising waste compaction machinery, cleaning, sweeping etc. An hourly rate for such occurrences must be supplied within the attached pricing schedule .

II.1.5) Estimated total value

Value excluding VAT: £180,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90910000 - Cleaning services

- 90911200 - Building-cleaning services
- 39831600 - Toilet cleaners

II.2.3) Place of performance

NUTS codes

- UKG37 - Sandwell

II.2.4) Description of the procurement

The Council operates public ladies, gents and disabled toilets within the Kings Square Shopping Centre. The toilets are open between 9am and 5pm Monday to Saturday. Tasks include opening toilets, closing toilets, cleaning, re-stocking disposables, record keeping, notification of stock requirements, liaison with Markets Management. An additional requirement is to provide reliable cover in the New Market Hall to cover for leave/sickness etc of existing staff. Hours would be irregular (AD hock), and cover may be required at short notice. Tasks will include refuse disposal utilising waste compaction machinery, cleaning, sweeping etc. An hourly rate for such occurrences must be supplied within the attached pricing schedule .A toilet attendant must be on site for 7 hours; 0900 - 12.00 and 13.00-17.00 six days a week; Monday to Saturday inclusive. To maintain the public ladies, gents and disabled toilets which are located in a busy town centre trading environment in a clean, well-stocked condition by provision of appropriate staffing, and to provide reliable short-term cleaning/refuse disposal staff cover for emergency and planned staff absences within the Council's Market Hall

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 June 2024

End date

31 May 2027

This contract is subject to renewal

Yes

Description of renewals

To contract will be re-tendered in 3 years time.

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

Please Note: The Council proposes to enter into a Contract for an initial term of Two (2) years with a possible extension of a further one (1) year, subject to satisfactory performance.

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

Please refer to ITT Documents

III.1.2) Economic and financial standing

List and brief description of selection criteria

Please refer to ITT Documents

Minimum level(s) of standards possibly required

Please refer to ITT Documents

III.1.3) Technical and professional ability

List and brief description of selection criteria

Please refer to ITT 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 2024

Local time

3:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

6 May 2024

Local time

5:00pm

Place

Sandwell MBC

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

The Council will be using the In-tend e-Tendering System for this Procurement exercise, please visit <https://in-tendhost.co.uk/sandwellmbc> to access the Sandwell MBC In-tend Supplier Portal. From here you will be able to register your company, express an interest in the opportunity, and gain immediate access to the ITT and other related documents. In Order to View the On-Line Questionnaire and Submit a Tender, you will be required to `Opt-In`. For a Step by Step user guide to the Sandwell MBC In-tend Supplier Portal please click on the `Guidance for Suppliers` section of the website. All procurement responses must be carried out via the Sandwell MBC In-tend Supplier Portal. If you require further assistance in respect of the system, please contact the In-tend support team on 0844 272 8810.

VI.4) Procedures for review

VI.4.1) Review body

The High Court of England

Royal Court of Justice the Strand

London

WC2A 2LL

Country

United Kingdom