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Tender

Horsham District Council - Grounds Maintenance Services Contract

Horsham District Council

F02: Contract notice

Notice identifier: 2021/S 000-012209

Procurement identifier (OCID): ocds-h6vhtk-02b723

Published 1 June 2021, 4:16pm

Section I: Contracting authority

I.1) Name and addresses

Horsham District Council

Parkside, Chart Way

Horsham

RH12 1RL

Contact

Procurement Service

Email

procurement@horsham.gov.uk

Telephone

+00 441403215299

Country

United Kingdom

NUTS code

UKJ28 - West Sussex (North East)

Internet address(es)

Main address

www.horsham.gov.uk

I.3) Communication

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

<https://www.sesharedservices.org.uk/esourcing>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.sesharedservices.org.uk/esourcing>

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

Horsham District Council - Grounds Maintenance Services Contract

Reference number

CRBC - 032744

II.1.2) Main CPV code

- 77314000 - Grounds maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

Horsham District Council is inviting tenders for the provision of Grounds Maintenance Services which covers planned maintenance as well as remedial and reactive work.

II.1.5) Estimated total value

Value excluding VAT: £6,118,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 77314000 - Grounds maintenance services
- 50800000 - Miscellaneous repair and maintenance services
- 77320000 - Sports fields maintenance services

- 77312000 - Weed-clearance services
- 77310000 - Planting and maintenance services of green areas
- 77340000 - Tree pruning and hedge trimming
- 77314100 - Grassing services
- 50870000 - Repair and maintenance services of playground equipment
- 77313000 - Parks maintenance services
- 77330000 - Floral-display services

II.2.3) Place of performance

NUTS codes

- UKJ28 - West Sussex (North East)

II.2.4) Description of the procurement

Horsham District Council (the Council) invites tenders for the provision of Grounds Maintenance Services. The Commencement Date for the delivery of the services is scheduled to be on 1 February 2022 at 00:00 hours. The Contract will be awarded for a period of 7 years until 31 January 2029. The Authority may extend this agreement beyond the Initial Term by a further period or successive periods of one year or more up to a maximum of seven (7) years in total subject to performance and the absolute discretion of the Council. The parks and countryside estate is spread across the District's towns and villages, though with a concentration of sites in Horsham town. These range from the Green Flag award-winning Horsham Park, recreation grounds, ornamental shrub beds, amenity greenspace, closed graveyards and an active cemetery. In total there is some 120ha of land to be managed within the Contract, split across over 230 sites. The Contract covers planned maintenance as well as remedial and reactive work, the full details of all requirements are contained within the tender documentation, however the contract includes grass cutting, strimming and litter picking of public areas, hedge cutting, maintenance of shrub beds, sport pitch marking and maintenance, provision and watering of floral displays, ditch clearance, and weed control. The contract also includes the provision of minor works in its public spaces which includes for example fencing, repair, removal and installation of street furniture, broadwalk or paving repairs. The Council is developing a business case for the outsourcing of play inspections, bin emptying and associated maintenance services and therefore is seeking pricing relating to this in order to inform the business case. Bidders should be aware that the estimated value of this element is in the region of £100k p.a. This sum is included in the estimated contract value in the contract notice but cannot be

guaranteed. The Council is managing this tender process and communicating with Bidders using the SE Shared Services e-sourcing portal hosted by In-Tend Limited (the "Portal"). No hard copy documents will be issued and all communications with the Council (including submission of tenders) will be conducted via the Portal.

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: £6,118,000

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

Start date

1 February 2022

End date

31 January 2029

This contract is subject to renewal

Yes

Description of renewals

The contract has an option to extend for a further period or successive periods of one year or more up to a maximum of 7 years (84 months) subject to performance and the absolute discretion of the Council.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Council is developing a business case for the outsourcing of play inspections, bin emptying and maintenance services and therefore is seeking fixed cost pricing relating to this in order to inform the decision making process. Bidders should be aware that the estimated value of this element is in the region of £100k p.a and this sum is included in the estimated contract value in the contract notice but cannot be guaranteed. HDC have the right to instruct the contractor to carry out these services.

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 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: [2020/S 235-581483](#)

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

Date

14 July 2021

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

14 July 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

The value provided in Section II.1.5) represents the Councils estimate of the total value of the contract opportunity, including the value of all potential options as explained in Section II.2.11) above over contract period including any possible extensions. The Information for Bidders document contains the mandatory selection criteria which must be met by the potential candidates. All tenders must be submitted through the Council's In-tend portal, details of which can be found at <http://www.sesharedservices.org.uk/esourcing>. The Council expressly reserves the right: i. not to award any contract as a result of the procurement process commenced by publication of this notice; ii. to make whatever changes it may see fit to the content and structure of the requirements during the tender phase ; and in no circumstances will be liable for any costs incurred by the candidates. Further information about the contract opportunity can be found in the Information for Bidders document which will be made available via the portal to bidders registering their interest in this procurement.

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

Strand, Holborn

London

WC2A 2LL

Country

United Kingdom