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Tender

Queen Alexandra College ~ Cleaning Tender

Queen Alexandra College

F02: Contract notice

Notice identifier: 2023/S 000-013924

Procurement identifier (OCID): ocds-h6vhtk-03c924

Published 16 May 2023, 2:05pm

Section I: Contracting authority

I.1) Name and addresses

Queen Alexandra College

Court Oak Road

Harborne

B17 9TG

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

Region code

UKG31 - Birmingham

Internet address(es)

Main address

<https://www.qac.ac.uk/>

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-Harborne:-School-cleaning-services./455997DCTP>

Additional information can be obtained from the above-mentioned address

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

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

Queen Alexandra College ~ Cleaning Tender

II.1.2) Main CPV code

- 90919300 - School cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

The successful Supplier will be required to provide Cleaning services for Queen Alexandra College (QAC).

II.1.5) Estimated total value

Value excluding VAT: £1,560,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKG31 - Birmingham

Main site or place of performance

Birmingham

II.2.4) Description of the procurement

The successful Supplier will be required to provide Cleaning services for Queen Alexandra College (QAC).

QAC can trace its history back to 1847 when the General Institution for the Blind was founded by Mary Badger and Elizabeth Harrold.

We are a national residential College and charity that supports a diverse range of student abilities and needs based in Birmingham. We offer courses for young people aged 16-25yrs as well as employment focused and supported living programmes.

Our mission statement is to create challenging learning opportunities for people with visual impairment and/or other disabilities to realise their potential to work and to live independently.

The ethos and culture at QAC are underpinned by the principles of Equality, Diversity and Inclusion and we are proud to have achieved and retain accreditation in both Investors in Diversity and Investors in People (Silver). We were awarded the prestigious Leaders in Diversity award in Nov 2021 and continue on our journey to be even better leaders in

diversity.

This contract will be fixed price in nature with the successful contractor guaranteeing both the number of input hours to the contract and the quality of cleaning provision.

We are seeking a suitably experienced contractor who has current experience of working within the secondary school or Further Education marketplace, ideally with a strong operational base within the Birmingham or Midlands area, thus allowing for both adequate contract support and operational flexibility that is to be delivered to support the contract as and when required moving forwards into this contract term. Experience in an SEN environment would be advantageous.

The scope of the contract covers all cleaning provision within the College buildings. The successful contractor will be expected to deliver a concise and detailed method of management reporting at the end of each month thus updating the senior management team within the School on the contract performance.

Any variations to the contract that are requested by the client should be invoiced at the agreed rate and should be calculated on an hourly rate per employee needed to carry out the variation to the satisfaction of the contract supervising officer. The College requirement is for 183-185 academic days each year, plus 15 teacher training days and 30 days periodic cleaning. Additionally, there is a main office building that is open 50 weeks a year, with lettings during holiday periods. All main office areas require cleaning during term-time, and a reduced provision during non-term-time for the areas used by lettings.

The College has an average of eight weeks summer holidays.

There are student 29 bedrooms and 4 kitchens, which are cleaned during daytime College hours, during the 183-185 days of term-time.

Whilst the monthly charge will represent one-twelfth of the contract cost, a reconciliation will take place monthly to reconcile the actual hours worked within the contract. If the hours worked are less than those budgeted for a credit will be required by the College. The College require that the tendered number of hours are worked at all times and the successful contractor is expected to have a system in place to cover for both planned and unplanned leave.

The Contractor shall provide a comprehensive cleaning service to the Site to promote a clean, healthy and safe environment which presents a positive image to all users and visitors.

The Site must always meet health, safety, and environmental standards appropriate to the Site and its use and the successful Contractor must comply with the Client's health,

safety and environmental policies and procedures. The Services must be provided so as not to interrupt the routine of the Site.

The focus of our requirement is for a high-quality cleaning service, fully compliant to the agreed specification at all times.

See SQ Document for more information

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: £1,560,000

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

Start date

1 April 2024

End date

31 March 2029

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: Yes

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

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

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

23 June 2023

Local time

12:00pm

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

28 August 2023

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

It will be the supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this contract notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://litmustms.co.uk/tenders/UK-UK-Harborne:-School-cleaning-services./455997DCTP>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/455997DCTP>

GO Reference: GO-2023516-PRO-22981172

VI.4) Procedures for review

VI.4.1) Review body

Queen Alexandra College

Harborne

Country

United Kingdom