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Tender

Office cleaning services

East Midlands Housing Group

F02: Contract notice

Notice identifier: 2024/S 000-014300

Procurement identifier (OCID): ocds-h6vhtk-045717

Published 3 May 2024, 10:04am

Section I: Contracting authority

I.1) Name and addresses

East Midlands Housing Group

Memorial House, Whitwick Business Park, Stenson Road

Coalville, Leicestershire

LE67 4JP

Contact

Procurement Team

Email

procurement@emh.co.uk

Telephone

+44 1530276000

Country

United Kingdom

NUTS code

UKF - East Midlands (England)

Internet address(es)

Main address

www.emh.co.uk

Buyer's address

<https://in-tendorganiser.co.uk/emh>

I.3) Communication

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

<https://in-tendhost.co.uk/emh/asp/Home>

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/emh/asp/Home>

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

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Office cleaning services

Reference number

EMH1

II.1.2) Main CPV code

- 90919200 - Office cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

EMH requires cleaning services in office buildings. The existing contract expires on 31 August 2024. The offices that require cleaning are: Memorial House, Whitwick Business Park, Stenson Road, Coalville, Leicestershire LE67 4JP. This is group head office, a three storey site used for agile working, with bookable hot desks, meeting rooms and conference facilities. This site presently also has an extended lunch time cleaning service between the hours of 12:00 and 14:00. Longfield House, Hallam Fields Road, Ilkeston, Derbyshire DE7 4DE. This is a two storey site with a combination of agile working spaces and offices.

II.1.5) Estimated total value

Value excluding VAT: £1,200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90919200 - Office cleaning services

II.2.3) Place of performance

NUTS codes

- UKF - East Midlands (England)

II.2.4) Description of the procurement

EMH requires cleaning services in office buildings. The existing contract expires on 31 August 2024. There are currently two offices that require daily cleaning.

II.2.5) Award criteria

Quality criterion - Name: Quality criteria (as stated within invitation to tender documents) /
Weighting: 60

Price - Weighting: 40

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

Start date

1 September 2024

End date

31 March 2029

This contract is subject to renewal

Yes

Description of renewals

Extension periods of up to three twelve month periods as described within the invitation to tender.

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

Envisaged number of candidates: 6

Objective criteria for choosing the limited number of candidates:

Six plus any tied scores, as stated within the tender documents.

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

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 see invitation to tender documents.

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: No

IV.2) Administrative information

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

Date

3 June 2024

Local time

12:00pm

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

7 June 2024

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.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Leicester County Court

90 Wellington St,

Leicester

LE1 6HG

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

N/A