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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](mailto: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](http://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

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## **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

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### **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

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## **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

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## **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