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Tender

## **Cleaning and Security Services- Wellington Square**

Knight Frank Promise

F01: Prior information notice

Call for competition

Notice identifier: 2024/S 000-016976

Procurement identifier (OCID): ocids-h6vhtk-046c95

Published 31 May 2024, 10:57am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Knight Frank Promise

St Ann's Quay 124 Quayside

Newcastle

NE1 3BD

#### **Contact**

Procurement Team

#### **Email**

[support@Maistro.com](mailto:support@Maistro.com)

#### **Telephone**

+44 448000488664

#### **Country**

United Kingdom

**Region code**

UKC11 - Hartlepool and Stockton-on-Tees

**Companies House**

OC305934

**Internet address(es)**

Main address

<https://www.maistro.com/>

Buyer's address

<https://www.knightfrank.co.uk/knight-frank-promise>

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<https://portal.maistro.com/expression-of-interest/7f6abb66-5e6a-4863-9129-299ea7e5ade2>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://portal.maistro.com/expression-of-interest/7f6abb66-5e6a-4863-9129-299ea7e5ade2>

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**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Cleaning and Security Services- Wellington Square

Reference number

QUS-SD4GKF

#### **II.1.2) Main CPV code**

- 71315000 - Building services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

On behalf of Stockton on Tees Borough Council, Knight Frank Promise is looking to appoint a service provider to deliver and maintain cleaning and security services. This appointment will be to maintain the services at the Wellington Square Shopping Centre services with TUPE being involved.

#### **II.1.5) Estimated total value**

Value excluding VAT: £1,290,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 71315000 - Building services
- 79710000 - Security services
- 90919200 - Office cleaning services

### **II.2.3) Place of performance**

NUTS codes

- UKC11 - Hartlepool and Stockton-on-Tees

Main site or place of performance

Wellington Square Shopping Centre, Wellington Street, Stockton-on-Tees, TS18 1NA

### **II.2.4) Description of the procurement**

Cleaning Services include-

Labour Breakdown

- o Cleaners
- o Supervisors

Daily/Weekly/Monthly Quarterly/Annually services to include but not be limited to;

- o Carpet cleaning
- o Dusting
- o Door cleaning
- o Vacuuming
- o Deep cleaning
- o Spot Clean
- o Mirror cleaning
- o Reach and Wash
- o Replace Consumables

- o Sweep and mop floors.

- o Empty bins

Window Cleaning & Periodic Services to include but not be limited to;

External Malls, Service Areas and Car Parks.

- o Vacuuming

- o Litter Picking

- o Jet Washing

- o Canopy Cleaning

- o Gully Cleaning

- o Cardboard Collection and Bailing

- o Vacant Unit Cleaning.

Public Toilets

- o Surfaces

- o Mirrors

- o Toilets

- o Cubicles

- o Urinals

- o Tiles

- o Doors

- o Common Areas

- o Internal/External window cleaning

- o Roof Level Rooflights

- o Pressure washing exterior.

Washroom Services to include but not be limited to;

- o Bins
- o Vending
- o Air Fresheners
- o Feminine Hygiene

Additional Services to include but not be limited to;

- o Dust mats
- o Upholstery Cleans - Common Areas

Consumables Services to include but not be limited to:

- o Toilet Rolls
- o Liquid soap
- o Bin Bags
- o Toilet Cleaner
- o Surface Cleaner
- o Glass and Stainless Steel Cleaner
- o Dishwasher tablets
- o Washup liquid
- o Paper towels

Security Services include-

- o Patrols
- o Monitor Surveillance Equipment

- o Site Visitor Management
- o Incident Management
- o Car Park System Monitoring
- o Car Park System
- o Traffic Management
- o Crowd Control
- o Customer Services

#### Caretaker Duties

- o Cleaning
- o Painting
- o Gutter Cleaning
- o Paving Repair
- o General Maintenance Tasks

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

Duration in months

36

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

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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

- o H&S - ISO 45001
- o Quality - ISO 9001
- o Environmental - ISO 14001
- o Cleaning Chemical Safety - COSHH
- o Risk Assessments & Method Statements - RAMS
- o Safe Contractor
- o Security - ISO 27001

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Basic Information

Exclusion Grounds

Economic and Financial Standing

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

#### **III.1.5) Information about reserved contract**

The execution of the contract is restricted to the framework of sheltered employment programmes

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Competitive procedure with negotiation

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

#### **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 expressions of interest**

Date

1 July 2024

Local time

5:00pm

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

English

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## **Section VI. Complementary information**

### **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**

Maistro Limited

Rowan House North, 1 The Professional Quarter

Shrewsbury

SY2 6LG

Email

[support@maistro.com](mailto:support@maistro.com)

Telephone

+44 1392325190

Country

United Kingdom

Internet address

[www.maistro.com](http://www.maistro.com)

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

SQ launch day- 02/07/2024

SQ Submission deadline- 02/08/2024

SQ Evaluation- 05/08/2024

SQ Shortlist Notification - 08/08/2024

ITT Launch Day- (30 days to run) - 19/08/2024

ITT Site visits- 1 day TBC

ITT Question Deadline- 16/09/2024

ITT Submission deadline- 19/09/2024

ITT Evaluation- 23/09/2024

ITT Presentations- TBC

BAFO - 26/09/2024

Award - 01/10/2024

Standstill 10 days- 11/1/2024

Implementation Period & Internal Comms- TBC

Contract start day - 01/11/2024