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Tender

The Keys Academy Trust - Cleaning Services

The Keys Academy Trust

F02: Contract notice

Notice identifier: 2024/S 000-017087

Procurement identifier (OCID): ocds-h6vhtk-046cd8

Published 31 May 2024, 6:20pm

Section I: Contracting authority

I.1) Name and addresses

The Keys Academy Trust

St Peters CE Primary School, Church Rd, Earley

Reading

RG6 1EY

Contact

Maria Robinson

Email

tenders@minervapcs.com

Telephone

+44 1256467107

Country

United Kingdom

NUTS code

UKJ11 - Berkshire

Internet address(es)

Main address

<https://www.keysacademytrust.org/>

I.3) Communication

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

<https://in-tendhost.co.uk/minervapcs.aspx/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/minervapcs.aspx/Home>

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

I.4) Type of the contracting authority

Other type

Education Institute

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The Keys Academy Trust - Cleaning Services

Reference number

MPN-10284

II.1.2) Main CPV code

- 90919300 - School cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

The Keys Academy Trust is currently out to tender for the provision of a full daily cleaning service. The contract is being offered for three years with the option to extend for a further two periods of 12 months. The contract commencement date is 15 February 2025. The contract is for a full daily cleaning service during term time and periodic cleaning outside of term time. TUPE is expected to apply, details of which can be found in the tender documentation. Some members of the cleaning team in certain schools are members of the Local Government Pension Scheme and all details are in the tender documentation.

II.1.5) Estimated total value

Value excluding VAT: £1,261,040

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90919300 - School cleaning services

II.2.3) Place of performance

NUTS codes

- UKJ11 - Berkshire

Main site or place of performance

The Keys Academy Trust ("the Trust") at St Peter's CE Primary School, Church Rd, Earley, Reading RG6 1EY.

II.2.4) Description of the procurement

The Keys Academy Trust is currently out to tender for the provision of a full daily cleaning service. The contract is being offered for three years with the option to extend for a further two periods of 12 months. The contract commencement date is 15 February 2025. The contract is for a full daily cleaning service during term time and periodic cleaning outside of term time. TUPE is expected to apply, details of which can be found in the tender documentation. Some members of the cleaning team in certain schools are members of the Local Government Pension Scheme and all details are in the tender documentation.

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: £1,261,000

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

Duration in months

60

This contract is subject to renewal

No

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

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria as detailed in the tender document. A maximum of five suppliers will be taken forward to the Invitation to Tender stage of the process. Where less than five suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the Invitation to Tender stage. Where more than five suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the Invitation to Tender stage.

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

The contract will be awarded for an initial period of 3 years with 2 possible extensions of 12 months meaning a maximum contract length of 5 years.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2.14) Additional information

The duration detailed above includes the initial term of three years as well as the two optional contract extension periods of 12 months each.

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

In the first instance, bidders should register with In-tend and express an interest in the contract. Contract details can be found under the 'Tenders' and 'Forthcoming' section of the In-tend homepage. A Selection Questionnaire (SQ) must be completed and returned (via In-tend). Bidders will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Shortlisted bidders will be required to complete an Invitation to Tender submission. Any bidder found to be guilty of serious misrepresentation in providing false or inaccurate information may be declared ineligible and not selected to continue with the process.

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

1 July 2024

Local time

5:00pm

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

9 September 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: Yes

Estimated timing for further notices to be published: Further notices will be published in 2026, 2027 or 2028 dependent on the exercising of contract extension options.

VI.4) Procedures for review

VI.4.1) Review body

High Court

Strand

London

WC2A 2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The Keys Academy Trust will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland)

VI.4.4) Service from which information about the review procedure may be obtained

High Court

Strand

London

WC2A 2LL

Country

United Kingdom