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Tender

Highsted Grammar School ~ Cleaning Tender

Highsted Grammar School

F02: Contract notice

Notice identifier: 2022/S 000-017346

Procurement identifier (OCID): ocds-h6vhtk-034a67

Published 24 June 2022, 2:05pm

Section I: Contracting authority

I.1) Name and addresses

Highsted Grammar School

Highsted Road, Sittingbourne

Kent

ME10 4PT

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

NUTS code

UKJ4 - Kent

Internet address(es)

Main address

<https://www.highested.kent.sch.uk/>

I.3) Communication

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

<https://litmustms.co.uk/respond/GN284D2VG5>

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

Highsted Grammar School ~ 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 Highsted Grammar School.

II.1.5) Estimated total value

Value excluding VAT: £239,079

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ4 - Kent

Main site or place of performance

Kent

II.2.4) Description of the procurement

Highsted Grammar School is an 11-18 selective girls' school in Sittingbourne, Kent. Currently the school is four form entry school with a PAN of 120 but has taken an additional form of entry over PAN (150) for the last four years. In 2010 the school

converted to Academy status.

The school's most recent Ofsted report confirms that the school is outstanding in all areas; outcomes for children are excellent and the school seeks to be outstanding all that it endeavours. Consequently, the environment that pupils and staff work within needs to reflect the ambitious values of the school and be in-keeping with the high expectations for an effective, high performing environment. The school seeks to ensure that it achieves best value from all engaged in the pursuit of delivering quality outcomes for children.

The tender project is seeking to appoint a contractor whose initiative and innovation will be welcomed for the provision of service – cleaning - within the existing facilities for the 926 pupils and 74 teaching and support staff, to ensure that the cleanliness of the accommodation meets health and safety regulations in addition to supporting the delivery of quality education and upholding staff/pupil well-being.

The contract being tendered is for three years in duration from 01 January 2023 and will operate as a Guaranteed Performance Contract, with the successful contractor offering the school a guaranteed return /cost per annum for the provision of cleaning services.

The school year is based on a calendar of 195 days. Five days are to be used for staff professional development which means that the school will be open to receive pupils for the legal minimum of 190 days.

The contract offered covers the scope for the provision of all cleaning services within the School, which currently includes multiple buildings within which specialist and non-specialist activity is delivered in addition to general staff areas.

Currently the accommodate comprises of:

Main block which is a three-storey building housing the main school hall, reception and general office area, medical room, large staff room, facilities storage, specialist science laboratories, science prep rooms, a library, ventilated server room, finance suite, two computer rooms and general teaching classrooms. Backing on to the school hall is the Sixth Form Common room and PE changing rooms. Four blocks of toilets can be located in this building which is flanked at each end by a staircase. The Headteacher and senior staff occupy offices in this part of the school.

T Block is a specialist area for Art, Design and Technology and comprises of two staff offices, a toilet block, a specialist kitchen for delivering the food technology curriculum in addition to four specialist workshops. At the heart of this building Art and DT supplies are stored.

C Block is a two-storey building comprising of six general teaching classrooms and a double computer/media suite. The building hosts two staff offices.

E Block is a large two storey building; floor one includes four general teaching classrooms, a pastoral suite, a large performing arts area, two staff offices, a small computer suite and a block of toilets. Floor two comprises of a large pastoral suite with toilet area and staff office, two music rooms and four general music practice rooms, an IT office and ventilated server room, two general teaching rooms, three computer suites and a meeting room. Staff and pupil toilets are located on this floor. Both ends of the building are flanked by an internal staircase.

R Block is a stand-alone modular building comprising of eight general teaching rooms.

Sports Hall is a four-court building with a small staff office, toilet and changing facilities backed on to a circular mirrored dance studio.

Hi Pod is a singular, circular building with small kitchen. This is a multipurpose space.

Please see SQ Document for further details.

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: £239,079

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

Start date

1 January 2023

End date

31 December 2025

This contract is subject to renewal

No

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

Envisaged minimum number: 5

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

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

5 August 2022

Local time

12:00pm

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

5 September 2022

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-Kent:-School-cleaning-services./GN284D2VG5>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/GN284D2VG5>

GO Reference: GO-2022624-PRO-20494248

VI.4) Procedures for review

VI.4.1) Review body

Highsted Grammar School

Kent

Country

United Kingdom