

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/017490-2023>

Tender

HBC 0623 The provision of Grounds Maintenance and Cemetery Services

Hertsmere Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-017490

Procurement identifier (OCID): ocds-h6vhtk-03d7db

Published 20 June 2023, 11:53am

Section I: Contracting authority

I.1) Name and addresses

Hertsmere Borough Council

Elstree Way

Borehamwood

WD6 1WA

Contact

Procurement

Email

Kirsten.brown@hertsmere.gov.uk

Telephone

+44 2082072277

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

www.hertsmere.gov.uk

Buyer's address

<http://www.supplyhertfordshire.uk/>

I.3) Communication

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

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

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HBC 0623 The provision of Grounds Maintenance and Cemetery Services

Reference number

HC266

II.1.2) Main CPV code

- 77314000 - Grounds maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

Hertsmere Borough Council is currently out to procurement for Grounds Maintenance and Cemetery Services The contract covers a range of grounds maintenance tasks across the whole borough, principally in parks, amenity areas and at Allum Lane Cemetery, where grave digging and related services are also included. The contract also covers some allotments, closed churchyards, war memorials and highway land. In addition to grounds maintenance tasks, the contract includes parks cleansing, locking and unlocking of some sites, managing bookings for football and management of splash parks. The contract duration is for seven years with the option to extend for a further seven years.

II.1.5) Estimated total value

Value excluding VAT: £8,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 77300000 - Horticultural services

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

The contract covers a range of grounds maintenance tasks across the whole borough, principally in parks, amenity areas and at Allum Lane Cemetery, where grave digging and related services are also included. The contract also covers some allotments, closed churchyards, war memorials and highway land. In addition to grounds maintenance tasks, the contract includes parks cleansing, locking and unlocking of some sites, managing bookings for football and management of splash parks. The contract duration is for seven years with the option to extend for a further seven years. Hertsmere's specific aims in relation to the grounds maintenance service are: To ensure the highest standards of grounds maintenance across the borough within budget constraints. To seek new opportunities to enhance the level of service provided and to improve the quality of the environment. This procurement is an open process. Organisations wishing to take part in this project are invited to 'express an interest' and also 'opt in' which will give access to the full procurement documents in the e-tendering system. Please allow sufficient time to make your return, as Tender submissions cannot be uploaded and submitted after this return deadline. Please ensure that where possible documents are uploaded as a PDF and that file names are succinct. Any questions relating to this procurement must be made via correspondence on the website, in accordance with the procurement documents, and can be addressed to the main contact as shown in the details above. Tenderers should be aware that due to the nature of the Services provided, any Contract formed as a result of this procurement process shall be executed as a deed. Tenderers should seek independent legal advice on the implications of this prior to submitting their Tender, where appropriate. The use of Lots has been considered for this procurement, but have not been used, as smaller lots would not provide value for money. Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands. Please Note the TUPE Employee Liability Information for this procurement has been provided along with other documentation for this procurement. TUPE related information is personal data and must be protected in accordance with the requirements of Data Protection legislation and must also be kept confidential. Therefore, by accessing this Tender via Supply Hertfordshire and then the View Details button and accessing the documentation for this procurement, Tenderers agree to undertake to treat the information as confidential and commercially sensitive at all times and take all reasonable steps to prevent any inadvertent disclosure to any third party. To access this opportunity please visit <https://intendhost.co.uk/supplyhertfordshire.aspx/Home>

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

84

This contract is subject to renewal

Yes

Description of renewals

Option to extend at the councils sole discretion for an additional 7 years

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.1.2) 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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As detailed in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open 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

18 August 2023

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

18 August 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

VI.3) Additional information

Hertsmere Borough Council reserves the right to cancel the procurement and not to proceed with the long term contracts at any stage of the procurement process. Hertsmere Borough Council also reserves the right not to award a contract. Neither Hertsmere Borough Council nor any person on whose behalf of whom this procurement is undertaken is to be liable for any costs incurred by those expressing an interest or tendering for these contracts. The Council reserves the right to carry out additional financial checks on all companies tendering for this Contract at any time during the procurement process, to ensure that they continue to meet the Council's requirements and remain financially viable to perform the Contract. Tenderers should note that the provisions of the Transfer of Undertakings (protection of Employment) Regulations 2006 may apply. To access this procurement opportunity please [visit www.supplyhertfordshire.uk](http://www.supplyhertfordshire.uk) and follow the on-screen guidance. Any clarifications regarding this opportunity must be raised through the Correspondence area in the eTendering system. If you are experiencing problems with the eTendering system, In-Tend offer a help section which includes a dedicated UK Support Desk which can be contacted via email: support@in-tend.com or telephone +441144070065 for any website /technical questions, Monday to Friday 8:30 - 17:30. The Council undertakes to hold confidential any information provided in the proposal submitted, subject to the Council's obligations under the law, including the Freedom of Information Act 2000. If the potential supplier considers that any of the information submitted in the proposal should not be disclosed because of its commercial sensitivity or for reasons of confidentiality, then this should be stated with the reason for considering it sensitive. The Council will then endeavour to consult with the potential supplier about such commercially sensitive or confidential information when considering any request received under the Freedom of Information Act 2000 before replying to such a request, but the decision of the Council in deciding whether an exemption applies is final. Please note the deadline for return and allow sufficient time to make your return as late returns will not be permitted.

VI.4) Procedures for review

VI.4.1) Review body

High court

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for lodging appeals: The Contracting Authority will incorporate a minimum 10 calendar day (when using electronic means) standstill period at the point information on the award of the Contract is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a Contract before a contract is executed. The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly and within the time limits as defined in the above regulations. Where a Contract has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the Contract has been entered into the court has the options to award damages and/or to shorten or order the Contract ineffective.