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Tender

Colmers School & Sixth Form College ~ Cleaning Services Tender

Colmers School and Sixth Form College

F02: Contract notice

Notice identifier: 2021/S 000-017537

Procurement identifier (OCID): ocds-h6vhtk-02cbef

Published 23 July 2021, 4:15pm

Section I: Contracting authority

I.1) Name and addresses

Colmers School and Sixth Form College

Bristol Road South, Rednal, Birmingham

West Midlands

B45 9NY

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

NUTS code

UKG - West Midlands (England)

Internet address(es)

Main address

<http://colmers.bham.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/24A3652X63>

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

Colmers School & Sixth Form College ~ Cleaning Services 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 Colmers School & Sixth Form College.

II.1.5) Estimated total value

Value excluding VAT: £650,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKG - West Midlands (England)

Main site or place of performance

WEST MIDLANDS (ENGLAND)

II.2.4) Description of the procurement

Colmers School & Sixth Form College is a large secondary school within Birmingham and is situated on the Rubery / Longbridge border. The current pupil roll is currently growing and is anticipated to continue to do so, with a greater number of pupils qualifying for Free

School meals.

Customer engagement will be fundamental to the continuous improvement in the service provision and within your tender response your methodology to this will need to be detailed along with examples of where this has been undertaken within similar contracts recently.

The contract will commence on 1 April 2022 for an initial period of three years, with the opportunity to extend for a further period of two years at the discretion of the governing body. The successful Supplier will invoice the client for one-twelfth of the annual cost on a monthly basis, also guaranteeing both the number of input hours to the contract and the quality of cleaning provision. Any variations to the contract that are requested by the Client should be invoiced at the agreed rate and should be calculated on an hourly rate per employee needed to carry out the variation to the satisfaction of the contract supervising officer. The Client's requirement shall be for 190 academic days, 5 inset days and 20 days periodic cleaning per annum.

Whilst the monthly charge will represent one-twelfth of the contract cost, a reconciliation will take place to reconcile the actual hours worked within the contract. If the hours worked are less than those budgeted for then a credit will be required by the Client. The Client requires that the tendered amount of hours are worked at all times and the successful Supplier is expected to have a system in place to cover for both planned and unplanned leave.

The basis and rationale that the Client requires the successful Supplier to operate to at all times is being able to provide clean schools that are fit for purpose and that the Supplier is proactive in the management of the contract, thus ensuring that all specifications are achieved and that the frequency of cleans is as detailed within the specification and continued innovation of processes throughout the contract term will be pivotal to the success of the new contract.

The Supplier shall provide a comprehensive cleaning service to the site so as to promote a clean, healthy and safe environment which presents a positive image to all users and visitors.

The general standard of cleaning shall be in accordance with the BICSc Cleaning Standards, with BICSc training given to all cleaning operatives employed within this contract.

We are seeking a suitably experienced Supplier who has current experience of working within the secondary school or HE / FE market place, ideally with a strong operational base within the Birmingham area, thus allowing for both adequate contract support and the operational flexibility that is to be delivered in support of the contract as and when required.

The scope of the contract covers all cleaning provision within the school buildings at Colmers School & Sixth Form College. The successful Supplier will be expected to deliver a concise and detailed method of management reporting at the end of each month thus updating the Client's senior management team on the contract performance.

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: £650,000

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

Start date

1 April 2022

End date

31 March 2027

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

3 September 2021

Local time

12:00pm

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

4 October 2021

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-West-Midlands:-School-cleaning-services./24A3652X63>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/24A3652X63>

GO Reference: GO-2021723-PRO-18618192

VI.4) Procedures for review

VI.4.1) Review body

Colmers School and Sixth Form College

West Midlands

Country

United Kingdom