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Tender

Exceed Academies Trust Cleaning Framework Tender

Exceed Academies Trust

F02: Contract notice

Notice identifier: 2021/S 000-018369

Procurement identifier (OCID): ocds-h6vhtk-02cf2f

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Section I: Contracting authority

I.1) Name and addresses

Exceed Academies Trust

Dawnay Rd

Bradford

BD5 9LQ

Contact

Liz Ellory-Hoare

Email

leh@redboxcs.com

Telephone

+44 1423810985

Country

United Kingdom

NUTS code

UKE4 - West Yorkshire

Internet address(es)

Main address

<https://www.exceedacademiestrust.co.uk/>

Buyer's address

www.redboxcs.com

I.3) Communication

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

www.redboxcs.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.redboxcs.com

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

Exceed Academies Trust Cleaning Framework Tender

II.1.2) Main CPV code

- 90919300 - School cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

Aims of the Service and Tender

The key aims of the tender are to:

- ? Provide a high standard of cleaning
- ? Deliver the cleaning services with consistency - good quality assurance systems in place
- ? Good communication at local and operations manager level with the Trust and Trust - two-way communication
- ? Daily interaction with the School representative at each site - Site Managers to be the main point of contact.
- ? Develop an effective method of handing over any special needs and comments on a daily basis
- ? Cleaners to work the hours that best suit the needs of the Trust and maximise the work completed
- ? Training and development of the teams at the Trust
- ? Detailed and planned schedules of daily and deep cleaning programmes
- ? Effective performance management of cleaning staff on site

? Commitment to continuity of service and contingency

Tender Timescale

Issue of the Invitation to Tender Monday 2nd August 2021

Site visits by tendering organisations to:

Cottingley Primary School Monday the 16th August 2021 at 1:00pm

Harden Primary School Monday the 16th August 2021 at 2:00pm

Horton Grange Primary School Tuesday the 17th August 2021 at 9:45am

Horton Park Primary School Tuesday the 17th August 2021 at 11am

Copthorne Primary School Tuesday the 17th August 2021 at 11:45am

Holybrook Primary School Tuesday the 17th August 2021 at 13:15pm

Appleton Academy Monday the 23rd August 2021 at 10am

Jesse Street Bradford AP Academy Wednesday the 1st September 2021 at 9:30am

Aireview Bradford AP Academy Wednesday the 1st September 2021 at 10:15am

Deadline for submission of Tender Midday Wednesday 15th September 2021

Shortlisting confirmed by Tuesday 28th September 2021

1:1s with shortlisted Contractors Monday 4th October 2021 time TBC

Site visits to preferred Contractor(s) w/c 4th October 2021

Award of contract w/c 4th October 2021

Mobilisation Meeting (subject to signing of contractual agreement) 18th October 2021

Commencement of new contract 1st January 2022

Projected end date of the contract 31st December 2024

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

- UKE4 - West Yorkshire

Main site or place of performance

Exceed Academies Trust currently consists of eight schools:

- Copthorne Primary School
- Horton Grange Primary School
- Horton Park Primary School
- Appleton Academy (All through Primary - Secondary)
- Holybrook Primary School
- Harden Primary School
- Bradford Alternative Provision Academy (previously Bradford Central PRU)
- Cottingley Village Primary School

II.2.4) Description of the procurement

All of the tenders will be subject to a detailed evaluation process which will be based on an appropriate balance between sound commercial principles, technical expertise and a firm commitment to meeting all of the Trust' requirements.

The Evaluation Matrix below details the requirements of this tender including weighting. The Trust shall be under no obligation to accept the lowest of any tender prices submitted hereunder.

ELEMENT

Commercial

Cleaning Financial response

Financial Narrative

Total Score for Commercial Section 100

Quality

Company Information

Vision for the Performance of Works - Cleaning

Holiday Cleaning

Health, Safety and Environmental Management

Quality Assurance

TUPE

Labour transition

Continuity of Service

Monitoring of Hours

Human Resources Policy

Management Support

Documentation

Mobilisation

Innovation and AI

References

Total Score for Quality Section 110

TOTAL SCORE 210

The Schools

This is a Framework Agreement and therefore the list of Schools within the Trust below detail the current group within Exceed Academies Trust. Throughout the course of the Framework Agreement, additional Schools may be added to the cleaning provision for the remainder of the contract term. Additional sites will be added in a Call-Off process through written notice from the Trust as detailed in the Draft Contract Appendix F at Notices 9.10.3.

Schools included from the commencement of the Contract 1st January 2022 for the 3-year nominal term ending 31st December 2024.

Cottingley Primary School

Harden Primary School

Horton Grange Primary School

Horton Park Primary School

Copthorne Primary School

Holybrook Primary School

Appleton Academy

Jesse Street Bradford AP Academy

Aireview Bradford AP Academy

Specification for usual School areas e.g., classroom and offices are included in the Schedules at Appendix B. We have therefore detailed additional areas or specific details for sites below which fall out of these particulars or have specific requirements or timings.

Detailed scaled plans will be provided as well as the opportunity to visit each site.

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

36

This contract is subject to renewal

Yes

Description of renewals

2 possible one year extensions

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Documents are not available online from Exceed Academies Trust or Red Box Consultancy Services. Documents should be requested from leh@redboxcs.com.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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 tenders or requests to participate

Date

15 September 2021

Local time

11:59am

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

English

IV.2.7) Conditions for opening of tenders

Date

15 September 2021

Local time

12:00pm

Information about authorised persons and opening procedure

An electronic copy of the tender response should be sent with Read Receipt to leh@redboxcs.com.

An email with the Form of Tender with Read Receipt should be sent to Exceed Academies Trust

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Documents for this tender should be requested via email from leh@redboxcs.com

VI.4) Procedures for review

VI.4.1) Review body

Red Box Consultancy Services Ltd

3 Sceptre House, Hornbeam Park North

Harrogate

HG2 8PB

Email

nm@redboxcs.com

Telephone

+44 1423810985

Country

United Kingdom