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Tender

## **CT2963 Empty Homes Cleaning**

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2023/S 000-018900

Procurement identifier (OCID): ocds-h6vhtk-03de6a

Published 3 July 2023, 4:43pm

The closing date and time has been changed to:

**16 August 2023, 2:00pm**

See the [change notice](#).

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

#### **Email**

[kyro.grieve@edinburgh.gov.uk](mailto:kyro.grieve@edinburgh.gov.uk)

#### **Telephone**

+44 1315296432

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.edinburgh.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00290](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290)

**I.3) Communication**

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

<https://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publiccontractsscotland.gov.uk>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

CT2963 Empty Homes Cleaning

Reference number

CT2963

#### **II.1.2) Main CPV code**

- 90910000 - Cleaning services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Suppliers are required to complete final cleans of vacated premises to allow for the re-letting of properties.

#### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

### **II.2) Description**

#### **II.2.1) Title**

North Area of Edinburgh

Lot No

1

#### **II.2.2) Additional CPV code(s)**

- 90900000 - Cleaning and sanitation services
- 90910000 - Cleaning services
- 90911000 - Accommodation, building and window cleaning services
- 90911100 - Accommodation cleaning services
- 90911200 - Building-cleaning services

### **II.2.3) Place of performance**

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

The North of Edinburgh

### **II.2.4) Description of the procurement**

A supplier is required to complete final cleans of vacated premises to allow for properties to be re-let in the North of Edinburgh.

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

### **II.2.6) Estimated value**

Value excluding VAT: £50,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The option to extend for a further 24 month period

### **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

## **II.2) Description**

### **II.2.1) Title**

East Area of Edinburgh

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 90900000 - Cleaning and sanitation services
- 90910000 - Cleaning services
- 90911000 - Accommodation, building and window cleaning services
- 90911100 - Accommodation cleaning services
- 90911200 - Building-cleaning services

### **II.2.3) Place of performance**

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

The East area of Edinburgh

#### **II.2.4) Description of the procurement**

A supplier is required to complete final cleans of vacated premises to allow for properties to be re-let in the East of Edinburgh.

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

#### **II.2.6) Estimated value**

Value excluding VAT: £50,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Following the initial 2 year period, there will be the option to extend the contract for a further 24 months

#### **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

#### **II.2) Description**

### **II.2.1) Title**

South Area of Edinburgh

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 90900000 - Cleaning and sanitation services
- 90910000 - Cleaning services
- 90911000 - Accommodation, building and window cleaning services
- 90911100 - Accommodation cleaning services
- 90911200 - Building-cleaning services

### **II.2.3) Place of performance**

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

The South area of Edinburgh

### **II.2.4) Description of the procurement**

A supplier is required to complete final cleans of vacated premises to allow for properties to be re-let in the South of Edinburgh.

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

### **II.2.6) Estimated value**

Value excluding VAT: £50,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

There will be the option to extend this contract for a further 24 months following the initial 2 year period

### **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

## **II.2) Description**

### **II.2.1) Title**

West Area of Edinburgh

Lot No

4

### **II.2.2) Additional CPV code(s)**

- 90900000 - Cleaning and sanitation services
- 90910000 - Cleaning services
- 90911000 - Accommodation, building and window cleaning services
- 90911100 - Accommodation cleaning services

- 90911200 - Building-cleaning services

### **II.2.3) Place of performance**

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

The West of Edinburgh

### **II.2.4) Description of the procurement**

A supplier is required to complete final cleans of vacated premises to allow for properties to be re-let in the North of Edinburgh.

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

### **II.2.6) Estimated value**

Value excluding VAT: £50,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Following the initial 2 year period, there will be the option to extend the contract for a further 24 months

### **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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Tenderers are required to have a minimum “general” annual turnover of 50000GBP for the last two financial years. Where a Tenderer does not have an annual turnover of this value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

Tenderers will be required provide the following information:

Current ratio for Current Year: 1.1

Current ratio for Prior Year: 1:1

The formula for calculating a Tenderer’s current ratio is current assets divided by current liabilities. The acceptable range for each financial ratio is greater than 1.1. Where a Tenderer’s current ratio is less than the acceptable value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

Minimum level(s) of standards possibly required

Minimum level(s) of standards required:

Minimum “general” annual turnover of 50000GBP for the last two financial years.

Current ratio for Current Year: 1.1

Current ratio for Prior Year: 1:1

Employer’s Liability Insurance (minimum of 5 Million GBP)

Public Liability Insurance (minimum of 10 Million GBP)

Professional Indemnity (minimum of 5 Million GBP)

Where a Tenderer does not hold or commit to obtaining the types and levels of insurance indicated, the Council will exclude the Tenderer from the competition.

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## **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 several operators

Envisaged maximum number of participants to the framework agreement: 4

#### **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**

Originally published as:

Date

9 August 2023

Local time

2:00pm

Changed to:

Date

16 August 2023

Local time

2:00pm

See the [change notice](#).

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 4 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

9 August 2023

Local time

2:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

It is a mandatory requirement of this Framework Agreement that a prompt payment clause is present in all Contracts used in the delivery of the requirements. This ensures payment of sub-contractors at all stages of the supply chain within 30 days and includes an obligation to provide a point of contact for sub-contractors to refer to in the case of payment difficulties. This will require active monitoring of payment performance as well as the provision of evidence and reports to the Council on request or as contractually scheduled.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=737271](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=737271).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:737271)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=737271](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=737271)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

An economic operator that suffers or risks suffering loss or damage attributable to a breach of duty under Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Session. . A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the Find a Tender Service /OJEU or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.