

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/019756-2023>

Tender

Cleaning Service for the Civic Centre and other Corporate Properties 2024

London Borough of Hillingdon

F02: Contract notice

Notice identifier: 2023/S 000-019756

Procurement identifier (OCID): ocds-h6vhtk-03e091

Published 11 July 2023, 12:06pm

Section I: Contracting authority

I.1) Name and addresses

London Borough of Hillingdon

High Street Civic Centre

Uxbridge

UB8 1UW

Email

mbreen@hillingsdon.gov.uk

Country

United Kingdom

Region code

UK174 - Harrow and Hillingdon

Internet address(es)

Main address

www.hillingdon.gov.uk

I.3) Communication

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

www.capitalesourcing.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.capitalesourcing.com

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

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

www.capitalesourcing.com

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

Cleaning Service for the Civic Centre and other Corporate Properties 2024

II.1.2) Main CPV code

- 90911000 - Accommodation, building and window cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

12 The London Borough of Hillingdon (Hillingdon) is seeking a suitably experienced Contractor to provide a comprehensive, efficient, and cost effective cleaning service to the Civic Centre (approx 27,272m²) and circa 70 additional buildings, complexes and other facilities located across the Borough including but not limited to libraries, office blocks, cemeteries, day centres, residential homes and other facilities open to the general public.

The service will comprise of but is not limited to the following:

- Internal cleaning (including scheduled, reactive & periodic)
- Window cleaning
- Porter / Caretaker services

Each location will have its own unique requirements and cleaning program with some sites requiring staff to undergo an enhanced DBS check.

As a prerequisite for this proposed contract, applicants must have the capabilities, qualifications and resources to deliver these services in accordance with industry best practice and BICSc standards or equivalent.

The buildings generally have a combination of areas that are open to the general public and areas which are accessible to staff only. These buildings will all be subject to various security arrangements.

The Council intends to award a contract for these services for a period of up to three (3)

years with an option to extend for up to a further two (2) years subject to agreement and satisfactory performance.

Whilst Participants have been provided with the ITT documentation with this SQ, they are not required to complete and submit an ITT submission with their SQ response. All ITT documentation and information is in draft form, subject to change and provided for information purposes only.

TUPE regulations will apply under this contract. The Council will provide bidders with information in regards to any of the incumbent Contractors or existing Council staff that may be subject to TUPE (Transfer of Undertakings (Protection of Employment) Regulations) under this contract.

Where staff are subject to any TUPE transfer and are members of the Local Government Pension Scheme (LGPS) the successful Contractor will be required to enter into an Admission Agreement with the LGPS which will stipulate the Bond requirements and Employers Contribution rates.

The Contract

The form of contract will be Hillingdon's own standard Term and Conditions as set out in the ITT pack

II.1.5) Estimated total value

Value excluding VAT: £9,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90911100 - Accommodation cleaning services
- 90911200 - Building-cleaning services
- 90911300 - Window-cleaning services

II.2.3) Place of performance

NUTS codes

- UKI74 - Harrow and Hillingdon

Main site or place of performance

London Borough of Hillingdon

II.2.4) Description of the procurement

12 The London Borough of Hillingdon (Hillingdon) is seeking a suitably experienced Contractor to provide a comprehensive, efficient, and cost effective cleaning service to the Civic Centre (approx 27,272m²) and circa 70 additional buildings, complexes and other facilities located across the Borough including but not limited to libraries, office blocks, cemeteries, day centres, residential homes and other facilities open to the general public.

The service will comprise of but is not limited to the following:

- Internal cleaning (including scheduled, reactive & periodic)
- Window cleaning
- Porter / Caretaker services

Each location will have its own unique requirements and cleaning program with some sites requiring staff to undergo an enhanced DBS check.

As a prerequisite for this proposed contract, applicants must have the capabilities, qualifications and resources to deliver these services in accordance with industry best practice and BICSc standards or equivalent.

The buildings generally have a combination of areas that are open to the general public and areas which are accessible to staff only. These buildings will all be subject to various security arrangements.

The Council intends to award a contract for these services for a period of up to three (3) years with an option to extend for up to a further two (2) years subject to agreement and satisfactory performance.

Whilst Participants have been provided with the ITT documentation with this SQ, they are not required to complete and submit an ITT submission with their SQ response. All ITT documentation and information is in draft form, subject to change and provided for information purposes only.

TUPE regulations will apply under this contract. The Council will provide bidders with information in regards to any of the incumbent Contractors or existing Council staff that may be subject to TUPE (Transfer of Undertakings (Protection of Employment) Regulations) under this contract.

Where staff are subject to any TUPE transfer and are members of the Local Government Pension Scheme (LGPS) the successful Contractor will be required to enter into an Admission Agreement with the LGPS which will stipulate the Bond requirements and Employers Contribution rates.

The Contract

The form of contract will be Hillingdon's own standard Term and Conditions as set out in the ITT pack

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: £9,000,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Council intends to award a contract for these services for a period of up to three (3) years with an option to extend for up to a further two (2) years subject to agreement and satisfactory performance.

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

Maximum number: 7

Objective criteria for choosing the limited number of candidates:

As detailed in the SQ document available at www.capitalesourcing

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Council intends to award a contract for these services for a period of up to three (3) years with an option to extend for up to a further two (2) years subject to agreement and satisfactory performance.

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

10 August 2023

Local time

1:00pm

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

25 August 2023

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: 6 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 3 - 5 years

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The Contracting Authority reserves the right not to award any contract pursuant to this procurement exercise and / or abandon this procurement exercise at any time and / or award a contract for part of the services at its sole discretion. The Contracting Authority shall have no liability whatsoever to any applicant or tenderer as a result of its exercise of that discretion. For the avoidance of doubt, all costs incurred by any applicant and / or tenderer before signature of any contract with the Contracting Authority shall be incurred entirely at that applicants / tenderers risk.

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

Royal Courts of Justice, Strand

London

WC1A 2LL

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

London Borough of Hillingdon

Civic Centre, High Street

Uxbridge

UB8 1UW

Country

United Kingdom