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Tender

Athelstan Trust ~ Cleaning Tender

The Athelstan Trust

F02: Contract notice

Notice identifier: 2022/S 000-020023

Procurement identifier (OCID): ocds-h6vhtk-0354df

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Section I: Contracting authority

I.1) Name and addresses

The Athelstan Trust

Lowfield Road, Tetbury

Gloucestershire

GL8 8AE

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

NUTS code

UKK13 - Gloucestershire

Internet address(es)

Main address

<https://theathelstantrust.org/>

I.3) Communication

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

<https://litmustms.co.uk/respond/98C43WZ6S9>

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

Athelstan Trust ~ Cleaning 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 The Athelstan Trust:

Bradon Forest School, Wiltshire, SN5 4AT

The Dean Academy, Gloucestershire, GL15 5DZ

Sir William Romney's School, Gloucestershire GL8 8AE

Chipping Sodbury School, South Gloucestershire, BS37 6EW

II.1.5) Estimated total value

Value excluding VAT: £2,143,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKK13 - Gloucestershire

Main site or place of performance

Gloucestershire

II.2.4) Description of the procurement

The contract: will commence on 1 April 2023 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.

The annual contract value is circa: Bradon Forest £134,400 Dean Academy £102,000 William Romney's £64,400 Chipping Sodbury £127,800 Total £428,600

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 sites so as to promote a clean, healthy and safe environment which presents a positive image to all users and visitors.

The sites must at all times meet health, safety and environmental standards appropriate to the sites and their use and the successful Supplier must comply with the Client's health, safety and environmental policies and procedures. The services must be provided so as not to interrupt the routine of the schools.

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 Trust's 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 initial scope of the contract covers all cleaning provision within the school buildings at Bradon Forest, Dean Academy, Sir William Romney's and Chipping Sodbury Schools. 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 schools' senior management team on the contract performance.

The projected cost of cleaning for the current year is circa £428.6K for all buildings (excluding external window cleaning). However, it is believed that through equipment and cleaning material innovation and the effective recruitment, training and supervision of cleaning staff there is opportunity for improvement.

The focus of our requirement is for a high quality cleaning service, fully compliant to the agreed specification at all times.

See SQ Document for further information

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: £2,143,000

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

Start date

1 April 2023

End date

31 March 2028

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

26 August 2022

Local time

12:00pm

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

26 September 2022

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-Gloucestershire:-School-cleaning-services./98C43WZ6S9>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/98C43WZ6S9>

GO Reference: GO-2022722-PRO-20659371

VI.4) Procedures for review

VI.4.1) Review body

The Athelstan Trust

Gloucestershire

Country

United Kingdom