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Tender

The Circle Trust ~ Cleaning Tender

The Circle Trust

F02: Contract notice

Notice identifier: 2022/S 000-020160

Procurement identifier (OCID): ocids-h6vhtk-035568

Published 25 July 2022, 2:05pm

Section I: Contracting authority

I.1) Name and addresses

The Circle Trust

C/O St Crispin's School, London Road

Wokingham

RG40 1SS

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

NUTS code

UKJ11 - Berkshire

Internet address(es)

Main address

<https://thecircletrust.co.uk/>

I.3) Communication

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

<https://litmustms.co.uk/tenders/UK-UK-Wokingham:-School-cleaning-services./5346ATGPB8>

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

The Circle 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 Circle Trust.

The Circle Trust is a Wokingham based multi academy trust of currently six schools. We believe that all children and young people deserve to have an excellent well-rounded education and to flourish in first-rate schools where the best teaching, the best facilities and the most up-to-date resources are made available to them.

II.1.5) Estimated total value

Value excluding VAT: £1,802,860

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ11 - Berkshire

Main site or place of performance

Berkshire

II.2.4) Description of the procurement

The tender project is seeking to appoint a contractor whose initiative and innovation will be welcomed for the provision of cleaning services within the facilities for each school in the Trust. The high-quality service levels proposed, should maintain excellent standards throughout, resulting in a pleasant environment for both the pupils and staff at all schools.

The basis and rationale that the Client requires the successful contractor to operate to at all times, is being able to provide a School that is fit for purpose and that the Contractor 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 Tender Specification.

The contract being tendered is for three years in duration from 1st April 2023 until 31st March 2026 with an option to extend for up to 2 years further, at the discretion of the client. Please note the contract start date for Westcott Infant school will commence July 2023 and Westende Junior School will commence October 2023 but both will have the same contract end date as all other schools). The contract will be fixed price in nature, with the Contractor invoicing the Client for one-twelfth of the annual cost on a monthly basis.

It should be noted that the successful contractor will be expected to bring to the contract: innovation; new equipment; and cleaning methods, with BICSc standards being achieved, as a minimum, thus ensuring that the highest levels of cleanliness are maintained in all areas at all times and also ensuring that the productivity of the cleaning operatives is enhanced moving forward into the new contract term.

- The total value of the current cleaning provision across the Trust is £1,802,860 (total of all school's current annual cleaning costs added together, multiplied by 5 (as the full potential contract term is 5 years)

- Please be advised that the Trust has a minimum requirement for a contractor's employers liability/ public liability and professional indemnity insurance of £10m

- The minimum annual turnover your company must have achieved to be accepted onto this project is £1m

- Please note that this is a growing Trust. Should any other schools join this Trust during the course of this contract, these schools may, at the discretion of the client, be added to this contract.

- Please note that the Trust is ideally looking to appoint one contractor across all schools. However, each school reserves the right to make its own appointment decision and reserves

the right not to appoint any contractor bidding for this contract.

See SQ document for more 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: £1,802,860

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

2 September 2022

Local time

12:00pm

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

11 November 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-Wokingham:-School-cleaning-services./5346ATGPB8>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/5346ATGPB8>

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VI.4) Procedures for review

VI.4.1) Review body

The Circle Trust

C/O St Crispin's School, London Road

Wokingham

RG40 1SS

Country

United Kingdom