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Tender

## **Recycling and Waste Services Tender**

THE UNIVERSITY OF WESTMINSTER

F02: Contract notice

Notice identifier: 2021/S 000-023611

Procurement identifier (OCID): ocds-h6vhtk-02e3ae

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

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

THE UNIVERSITY OF WESTMINSTER

309 Regent Street

LONDON

W1B2HW

#### **Contact**

Alison Sylvestre

#### **Email**

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#### **Telephone**

+44 2079115000

**Country**

United Kingdom

**NUTS code**

UKI - London

**Internet address(es)**

Main address

<https://www.westminster.ac.uk/>

Buyer's address

<https://www.westminster.ac.uk/>

**I.3) Communication**

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

<https://procontract.due-north.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com>

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Recycling and Waste Services Tender

Reference number

DN569046

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

- 90500000 - Refuse and waste related services

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

Services

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

The University of Westminster produces over 600 tonnes of waste per annum. We require the provision of waste receptacles, collection of multiple waste streams from several university campuses and end of life solutions for our waste.

Via the tender the University of Westminster /Authorising Authority are keen to engage with SMEs for specific streams where this is deemed appropriate to obtain the best rebates and local sustainable solutions. The streams that may fall into this category are cardboard, food, WEEE, and confidential waste.

#### **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**

Non-Hazardous Commercial/Residential Waste

Lot No

1

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom

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

The Tenderer shall provide a comprehensive waste management service for non- hazardous commercial/residential waste ensuring excellent service standards and accurate management data including dates, times, lifts, weight, and costs via a pay by weight solution.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years.

The Contract is intended to start on 2 May 2022

Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to demonstrate

improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

## **II.2.10) Information about variants**

Variants will be accepted: No

## **II.2.11) Information about options**

Options: No

## **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

If Bidders do not meet one or more of the minimum requirements for each Selection Criteria

Bidders will be excluded from the process. Only bidders passing all Selection Criteria will be invited to tender

Bidders must submit the Standard Questionnaire via the portal by noon 22/10/21

## **II.2) Description**

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

Dry Mixed Recycling

Lot No

2

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom

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

The Tenderer shall provide a comprehensive waste management service for clearance of DMR.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

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For any extension(s) to the Contract, discussions with the Service Provider shall be

conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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## **II.2) Description**

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

Glass Recycling

Lot No

3

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

- 90514000 - Refuse recycling services

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

NUTS codes

- UK - United Kingdom

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

It is envisaged that glass will be segregated across the portfolio at key locations and placed in 240 litre eurobins which the Tenderer will then clear on a prescribed basis. At the time of going to print the schedule of collection requirements is unknown but Tenderers should provide a price ideally by weight for the lifting of glass waste via 240 litre containers.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

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improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

## **II.2.10) Information about variants**

Variants will be accepted: No



### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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## **II.2) Description**

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

Cardboard Recycling (new trial)

Lot No

4

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

- 90514000 - Refuse recycling services

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

NUTS codes

- UK - United Kingdom

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

Tenderers should ensure excellent service standards and accurate management data including dates, times, clearances were undertaken with weight, and costs via a pay by weight solution. The provision of accurate time of clearance, and weight data via Radio-Frequency Identification (RFID) per container to .99KG's is required. Furthermore, eurobin collections shall include a no lift, no fee stipulation and should not include rental charges.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

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improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration. Once registered bidders can use the search function under "find opportunities" to find the tender.

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## **II.2) Description**

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

Food Waste

Lot No

5

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom

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

Tenderers should ensure excellent service standards and accurate management data including dates, times, clearances were undertaken with weight, and costs via a pay by weight solution. The provision of accurate time of clearance, and weight data via Radio-Frequency Identification (RFID) per container to 0.99kg is required. Furthermore, eurobin collections shall include a no lift, no fee stipulation and should not include rental charges.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement

documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to demonstrate

improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

If Bidders do not meet one or more of the minimum requirements for each Selection Criteria

Bidders will be excluded from the process. Only bidders passing all Selection Criteria will be invited to tender

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## **II.2) Description**

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

Confidential Waste and Paper

Lot No

6

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom

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

Confidential Waste and Paper (Inc. CD's, DVD's, videos, and corporate clothing that must be securely destroyed.)

The Tenderer shall ensure the provision of a comprehensive pay by weight confidential waste management service for all confidential waste streams. They shall provide excellent service standards, accurate waste data and be active partners in supporting The Contracting Authority in maintaining confidentiality and legal compliance whilst providing an overall cost-effective service.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years.

The Contract is intended to start on 2 May 2022. Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to demonstrate improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

## **II.2.10) Information about variants**

Variants will be accepted: No

## **II.2.11) Information about options**

Options: No

## **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

If Bidders do not meet one or more of the minimum requirements for each Selection Criteria Bidders will be excluded from the process. Only bidders passing all Selection Criteria will be

invited to tender

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## **II.2) Description**

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

WEEE Waste

Lot No

7

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom

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

(excludes IT equipment) but includes fluorescent tubes, LED light fittings, and white goods.

The Tenderer shall provide a comprehensive pay by weight waste management service for WEEE waste (excluding IT, and associated equipment). Providing excellent service standards and the provision of accurate waste data including numbers and descriptions of items removed and weight data for each consignment backed up by weighbridge tickets, returned to the contract administrators office.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years.

The Contract is intended to start on 2 May 2022

Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to demonstrate improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

## **II.2.10) Information about variants**

Variants will be accepted: No

## **II.2.11) Information about options**

Options: No

## **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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## **II.2) Description**

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

Bulky Waste (Furniture etc) and skips / Bulky mixed waste (Skips for various faculties)

Lot No

8

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom

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

The Tenderer shall provide a comprehensive pay by weight skip / Ro-Ro waste service. The services required includes but shall not be limited to the hire and servicing of skips to the company premises as required on an ad-hoc basis.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

## Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years.

The Contract is intended to start on 2 May 2022.

Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to demonstrate

improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search

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## **II.2) Description**

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

Mixed Metals

Lot No

9

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom

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

The University will produce volumes of metal from time to time and will require an enclosed storage skip for the collection of metal. Members of the contract administrators' team will arrange for a clearance of this stream on an ad-hoc basis.

This container should be delivered and then be removed when full, from the facility with a suitable rebate for the material collected. Weights for each clearance of the containers should be provided and there should be no costs for container hire or transport.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years.

The Contract is intended to start on 2 May 2022

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improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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## **II.2) Description**

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

Timber

Lot No

10

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

- 90500000 - Refuse and waste related services

**II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

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

The service provider should supply an enclosed skip for wood and pallets or if alternatives are available provide suitable alternative solutions to this stream. Weight data, number of collections and monthly rebate for pallets or cost overview should be provided to the company as with all other streams.

Refer to tender documents for further details.

**II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

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improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

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## **II.2) Description**

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

Batteries

Lot No

11

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom

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

Batteries (household, not industrial) will be collected at several key central locations and recycled on a free of charge basis. Tenderers wishing to provide a similar service which offers the company a rebate or free of charge clearance are welcome to submit a proposal for consideration which should include weight data, management reporting and at least monthly collections.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

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For any extension(s) to the Contract, discussions with the Service Provider shall be

conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

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## **II.2) Description**

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

Plastics

Lot No

12

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom



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

The University wishes to trial plastic recycling in a small number of key locations via 1100 litre eurobins. If the trials are successful, they will be looking for potential Tenderers to engage with this process and build it to a cross-facility solution.

To support this process Tenderers are invited to provide prices for this solution via 1100 litre eurobins, a method statement which should include details of their end-of-life solutions and methodology for providing the service including the provision of weight data for the clearances undertaken should be included.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

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improvements and/or price reductions before considering an extension.

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### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

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## **II.2) Description**

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

Sharps

Lot No

13

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom

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

The contracting authority has very occasional requirements for the clearance of 1 x 5 litre

sharps container as detailed under EWC 18-01-01.

Tenderers should provide the container and price for an ad-hoc clearance as and when required

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

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### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

If Bidders do not meet one or more of the minimum requirements for each Selection Criteria Bidders will be excluded from the process. Only bidders passing all Selection Criteria will be invited to tender

Bidders must submit the Standard Questionnaire via the portal by noon 22/10/21

## **II.2) Description**

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

Clinical Waste

Lot No

14

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

- 90500000 - Refuse and waste related services

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

NUTS codes

- UK - United Kingdom

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

The contracting authority produces small quantities of clinical waste under EWC 18-01-03 and 18-01-04, clearances are undertaken on a request basis.

Refer to tender documents for further details.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that the new contract will be for an initial period of 3 years with an option to extend for a further period or periods up to a total of 12 months taking the contract term to a maximum of 4 years. The Contract is intended to start on 2 May 2022

Any extension to the Contract will be agreed between the University of Westminster and the Service Provider. It is likely that University will seek the Service Provider to demonstrate

improvements and/or price reductions before considering an extension.

For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the contract expiry date to arrive at an agreed position.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Bidders will need to register for free on the Proactis ProContract procurement portal, by completing a simple registration, Once register registered bidders can use the search function under "find opportunities" to find the tender.

If Bidders do not meet one or more of the minimum requirements for each Selection Criteria Bidders will be excluded from the process. Only bidders passing all Selection Criteria will be invited to tender

Bidders must submit the Standard Questionnaire via the portal by noon 22/10/21

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## **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

### **III.2) Conditions related to the contract**

#### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Must hold waste carriers licence.

Please refer to tender documents

#### **III.2.2) Contract performance conditions**

See tender documents

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## **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

22 October 2021

Local time

12:00pm

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

1 December 2021

#### **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: 12 (from the date stated for receipt of tender)

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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.4) Procedures for review**

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

University of Westminster

London

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

The University will incorporate a minimum 10 calendar day standstill period at the point that information on the award of the contract is communicated to tenderers. If an appeal regarding the award of contract has not been successfully resolved then the Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court. Any such action must be brought promptly.