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Tender

## **QUB/2302/22 - Provision of Cleaning Services: Lot 1: Bar Cleaning Services, Lot 2: Specialist PC Workstation and Laptop Cleaning Services**

Queen's University Belfast

F02: Contract notice

Notice identifier: 2022/S 000-025288

Procurement identifier (OCID): ocids-h6vhtk-036713

Published 8 September 2022, 5:01pm

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

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

Queen's University Belfast

University Road

Belfast

BT7 1NN

#### **Contact**

Dónall Patton

#### **Email**

[d.patton@qub.ac.uk](mailto:d.patton@qub.ac.uk)

#### **Country**

United Kingdom

**NUTS code**

UKN06 - Belfast

**Internet address(es)**

Main address

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

Buyer's address

<https://www.qub.ac.uk/directorates/FinanceDirectorate/visitors/procurement/>

**I.3) Communication**

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

<https://in-tendhost.co.uk/queensuniversitybelfast.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/queensuniversitybelfast.aspx/Home>

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

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## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

QUB/2302/22 - Provision of Cleaning Services: Lot 1: Bar Cleaning Services, Lot 2: Specialist PC Workstation and Laptop Cleaning Services

Reference number

QUB/2302/22

#### II.1.2) Main CPV code

- 90910000 - Cleaning services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

Queen's has a requirement for an experienced Economic Operator or Economic Operators to provide Cleaning Services to the University campus. The services to be delivered under this Contract shall be provided under two separate lots as follows:• Lot 1: Bar Cleaning Services• Lot 2: Specialist PC Workstation and Laptop Cleaning ServicesEconomic Operators are invited to tender for Lot 1 and/or Lot 2. Lots will be evaluated independently and Queen's reserves the right to award each Lot separately.

#### 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

Bar Cleaning Services

Lot No

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

- 90910000 - Cleaning services

**II.2.3) Place of performance**

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Belfast, Northern Ireland

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

The new One Elmwood Student Centre on University Road opened in September 2022. The Student Centre is sited at 77-81 University Road/1 Elmwood Avenue and is a state-of-the-art facility designed to cater for the needs of the University's student population. The new Student Centre will transform the provision of student services and support offered by the University and the Students' Union, pulling these together into one central, state of the art facility. The main activities of the Contractor will be the management and high-quality delivery of cleaning services for the Union Bar and Mandela Hall, including attached toilet and ancillary areas, in the new Student Centre. Cleaning services for the Student Centre's commercial, operational and office spaces and its attached toilet and ancillary areas, are excluded from the scope of this contract. The bars cleaning service consists of two key elements; 1. The cleaning of the Union Bar, Bar Annexe and associated toilet areas on a daily basis, 7 days per week, excluding some University holidays. 2. Post-Event cleaning of the Mandela Hall, including toilet areas, "green rooms" (lounge areas with adjoining toilet and shower facilities), public and ancillary areas. Post-Event cleaning will be ad-hoc and will match the needs of the events calendar. Cleaning in the bar areas often involves removal of broken glass and body fluids and may, at times, be considered unpleasant. Cleaning is to be of a consistent and high standard and supervision of cleaning staff will be the responsibility of the appointed Contractor. Hours will generally involve early morning shifts, as the cleaning of Union Bar, toilets and Bar Annexe must be completed by 10:00am.

**II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 30%

Cost criterion - Name: Price / Weighting: 70%

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

Duration in months

36

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: Yes

Description of options

Contract will be for 3 years, with options to extend its duration by up to a further 24 months

#### **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**

Specialist PC Workstation and Laptop Cleaning Services

Lot No

2

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

- 90910000 - Cleaning services

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

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Belfast, Northern Ireland

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

The Information Services Directorate (IS) at Queen's supports the vision and strategic priorities of the University by providing appropriate library and IT related services that support our students, staff, faculty, alumni, and the community. Queen's currently has approximately 1500 PC Workstations situated in Student Computing Centre's (SCC's) across the campus, which are managed by the IS Client Support and Development Team (CSDT). There are also approximately 140 Laptops available for loan to students across the campus. To maintain a high standard of service, Queen's requires an experienced Contractor to provide specialist deep cleaning services to the PC Workstations and Laptops (as necessary). It is expected that the PC Workstations and Laptops situated in Student Computing Centre's (SCC's) across the campus will require deep cleaning twice a year – generally in January and July/August to coincide with the breaks between the 2 academic semesters. The full schedule of work across campus needs to be carried out during a tight turnaround time of maximum 3-4 days.

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

Quality criterion - Name: Technical / Weighting: 40%

Cost criterion - Name: Price / Weighting: 60%

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

Duration in months

36

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: Yes

Description of options

Contract will be for 3 years, with options to extend its duration by up to a further 24 months

### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Selection criteria as stated in the procurement documents

#### **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

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open 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 October 2022

Local time

4:00pm

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

English

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

Date

10 October 2022

Local time

4:01pm



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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 5 years

### **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**

Queen's University Belfast

University Road

Belfast

BT7 1NN

Email

[procurement@qub.ac.uk](mailto:procurement@qub.ac.uk)

Telephone

+44 2890973026

Country

United Kingdom

Internet address

<https://www.qub.ac.uk/directorates/FinanceDirectorate/visitors/procurement/>

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

Precise information on deadline(s) for review procedures

This authority will incorporate a standstill period at the point information on the award of the contract is communicated to Tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contract Regulations 2015 (SI 2015/102) (as amended) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).