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Tender

Commercial Cleaning Services

Melin Homes Limited

F02: Contract notice

Notice identifier: 2022/S 000-025453

Procurement identifier (OCID): ocds-h6vhtk-03678a

Published 12 September 2022, 8:55am

Section I: Contracting authority

I.1) Name and addresses

Melin Homes Limited

Ty'r Efail, Lower Mill Field

Pontypool

NP4 0XJ

Contact

Procurement team

Email

procurement.team@melinhomes.co.uk

Telephone

+44 1495745910

Country

United Kingdom

NUTS code

UKL2 - East Wales

Internet address(es)

Main address

<http://www.melinhomes.co.uk/>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA24809

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA24809

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA24809

I.4) Type of the contracting authority

Other type

housing association

I.5) Main activity

Other activity

Commercial cleaning

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Commercial Cleaning Services

II.1.2) Main CPV code

- 90910000 - Cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

Melin Homes is procuring a contract to conduct cleaning services to internal and external communal areas (staircases, corridors, walkways, lobbies, lifts, communal rooms) of blocks of flats, sheltered accommodation.

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90910000 - Cleaning services

II.2.3) Place of performance

NUTS codes

- UKL2 - East Wales
- UKL - Wales

Main site or place of performance

Lot 1 – Torfaen

Lot 2 – Monmouthshire & South Powys

Lot 3 – Blaenau Gwent

Lot 4 – Newport

II.2.4) Description of the procurement

The procurement is split into three sections:

Section A – Qualification: This section contains economic, financial, and technical information that Applicants must demonstrate they are able to meet or satisfy to register a "Pass". IMPORTANT: Applicants who register a "Fail" in respect of any question in Section A will not be considered further and will be excluded from further participation in the procurement process.

Section B – Qualitative: This section contains several questions which will be scored in accordance with the Award Criteria / Scoring Matrix.

Section C – Costing Exercise: Applicants are required to complete this information, ensuring that their response relates directly to all Lot(s)

This ITT:

asks Applicants to submit their Tenders in accordance with the instructions set out in the remainder of this ITT.

sets out the overall timetable and process for the procurement to Applicants.

provides Applicants with sufficient information to enable them to submit a compliant Tender.

sets out the Award Criteria and Scoring Matrix that will be used to evaluate the tenders;
and

explains the administrative arrangements for the receipt of Tenders.

Melin Homes intends to carry out an interview and selection process to the top 3 highest bidders, based upon the tenders returned and the information therein. Please make sure you are available Thursday 27st October 2022 to attend an appointment located at our Melin offices, Pontypool, South Wales.

Shortlisted tenderers will then be invited to an interview to a panel made up of members of staff and residents followed by question-and-answer session. The format and duration of the session will be notified to those successfully shortlisted.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 30

Price - Weighting: 70

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

Start date

1 April 2023

End date

31 March 2025

This contract is subject to renewal

Yes

Description of renewals

The Contract will run from 1 April 2023 until 31 March 2025 (the "Initial Term"). The Initial Term for the Contract may be extended by up to two (2) years subject to satisfactory performance by the Service Provider(s). Any extension of the Contract will be reviewed annually.

II.2.10) Information about variants

Variants will be accepted: No

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

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

14 October 2022

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

14 October 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Applicants must bid for all LOTS within this procurement

Site visits

There are no sites visits involved arranged within this procurement, However if any bidders would like to visits a site please contact the procurement team to arrange

Procurement.team@melinhomes.co.uk

Selection process - Interview

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Living Wage Accreditation

In line with Melin Homes own values and commitment, the successful Tenderer must achieve Living Wage Foundation accreditation within six months of the commencement of the contract. More information can be found at <https://www.livingwage.org.uk>.

Transfer of Undertakings (Protection of Employment)

At the time of inviting this tender, Melin Homes anticipates that TUPE will apply to this contract in respect of Melin Homes' and the current Service Providers' employees who are assigned to undertaking the Services. Melin Homes gives no undertaking regarding any information provided. Details of the staff involved are detailed in Appendix C.

To fully understand the obligation of TUPE, Melin Homes' recommends that Applicants seek legal advice. Bidders are required to undertake their own due diligence.

Community Benefits

It is Melin Homes' responsibility to deliver and report on Welsh procurement, supply-chain opportunities, resource and waste, targeted recruitment, and training (TR&T) and community donations, to enable us to monitor our economic and environmental impact in Wales. Therefore, Tenderers must provide information on how they will support

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=124630.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.sell2wales.gov.wales/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

Community Benefits

It is Melin Homes' responsibility to deliver and report on Welsh procurement, supply-chain opportunities, resource and waste, targeted recruitment, and training (TR&T) and community donations, to enable us to monitor our economic and environmental impact in Wales. Therefore, Tenderers must provide information on how they will support this

(WA Ref:124630)

VI.4) Procedures for review

VI.4.1) Review body

High court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom

