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Tender

Framework Agreement for Provision of Cleaning Services for Properties and Kitchens in the Falkirk Council Area

Falkirk Council

F02: Contract notice

Notice identifier: 2022/S 000-026638

Procurement identifier (OCID): ocids-h6vhtk-036acd

Published 23 September 2022, 9:44am

Section I: Contracting authority

I.1) Name and addresses

Falkirk Council

Abbotsford House, David's Loan

Falkirk

FK2 7YZ

Email

CPU@falkirk.gov.uk

Telephone

+44 1324506566

Country

United Kingdom

NUTS code

UKM76 - Falkirk

Internet address(es)

Main address

<http://www.falkirk.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00184

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.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publiccontractsscotland.gov.uk/>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Framework Agreement for Provision of Cleaning Services for Properties and Kitchens in the Falkirk Council Area

Reference number

TCC/001/22

II.1.2) Main CPV code

- 90910000 - Cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

Falkirk Council intends to appoint suitably experienced cleaning providers for the provision of cleaning services for properties, communal areas, and kitchens at various sites within the local authority area.

II.1.5) Estimated total value

Value excluding VAT: £2,450,000

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

Deep Clean of Kitchens and Kitchen Canopies

Lot No

4

II.2.2) Additional CPV code(s)

- 90911000 - Accommodation, building and window cleaning services
- 90911200 - Building-cleaning services
- 90919300 - School cleaning services

II.2.3) Place of performance

NUTS codes

- UKM76 - Falkirk

Main site or place of performance

Falkirk Council's area of Operations

II.2.4) Description of the procurement

The service will cover regular cleaning of production kitchens and serveries across Falkirk Council's schools and corporate sites. The authority has a commitment to conduct an annual deep clean of these kitchens to ensure and maintain safety standards. The deep clean should encompass a full clean of all equipment within the equipment and all surfaces. There is also a requirement for the scheduled cleaning and/or replacement of filters in kitchen canopies.

II.2.5) Award criteria

Quality criterion - Name: Method Statements / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £160,000

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

Start date

1 January 2023

End date

31 December 2026

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: 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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

II.2) Description

II.2.1) Title

External Cleaning of Council Properties

Lot No

5

II.2.2) Additional CPV code(s)

- 90911000 - Accommodation, building and window cleaning services
- 90911200 - Building-cleaning services
- 90911300 - Window-cleaning services

II.2.3) Place of performance

NUTS codes

- UKM76 - Falkirk

Main site or place of performance

Falkirk Council's area of Operations

II.2.4) Description of the procurement

This section is for cleaning down of all properties after roughcasting and roofing works have been carried out. Works to include for; removal of roughcast chips from all garden elevations, removal of all debris, materials and builders waste from all garden areas, cleaning of all windows including frames and sills (external), cleaning of all external faces of external doors, cleaning of all external pipework, handrails, railings, support poles, etc.

II.2.5) Award criteria

Quality criterion - Name: Method Statements / Weighting: 25

Price - Weighting: 75

II.2.6) Estimated value

Value excluding VAT: £400,000

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

Start date

1 January 2023

End date

31 December 2026

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: 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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

II.2) Description

II.2.1) Title

Void Properties

Lot No

1

II.2.2) Additional CPV code(s)

- 90911000 - Accommodation, building and window cleaning services
- 90911200 - Building-cleaning services

II.2.3) Place of performance

NUTS codes

- UKM76 - Falkirk

Main site or place of performance

Falkirk Council's area of Operations

II.2.4) Description of the procurement

Falkirk Council operates a stock of Void properties for mainstream tenancies. These range from bedsits, 1-, 2- and 3-bedroom properties. The authority has a commitment to clean these properties prior to occupation.

II.2.5) Award criteria

Quality criterion - Name: Method Statements / Weighting: 35

Price - Weighting: 65

II.2.6) Estimated value

Value excluding VAT: £1,120,000

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

Start date

1 January 2023

End date

31 December 2026

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: 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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Third Party Employers for this lot have identified TUPE may apply. The TUPE information supplied relates to the Third Party Employer only (according to the definitions) employees. Refer to Annex 9.

II.2) Description

II.2.1) Title

Homeless Properties

Lot No

2

II.2.2) Additional CPV code(s)

- 90911000 - Accommodation, building and window cleaning services
- 90911200 - Building-cleaning services

II.2.3) Place of performance

NUTS codes

- UKM76 - Falkirk

Main site or place of performance

Falkirk Council's area of Operations

II.2.4) Description of the procurement

Falkirk Council operates a stock of properties for allocation to homeless persons. These range from bedsits, 1-, 2- and 3-bedroom properties. The authority has a commitment to clean these properties prior to occupation. The service provision consists of visiting void temporary accommodation and preparing them for the next tenant. The properties are generally fully furnished therefore the work will involve more than just a straightforward empty house clean.

II.2.5) Award criteria

Quality criterion - Name: Method Statements / Weighting: 35

Price - Weighting: 65

II.2.6) Estimated value

Value excluding VAT: £550,000

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

Start date

1 January 2023

End date

31 December 2026

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: 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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Third Party Employers for this lot have identified TUPE may apply. The TUPE information supplied relates to the Third Party Employer only (according to the definitions) employees. Refer to Annex 9.

II.2) Description

II.2.1) Title

Communal Areas

Lot No

3

II.2.2) Additional CPV code(s)

- 90911000 - Accommodation, building and window cleaning services
- 90911200 - Building-cleaning services

- 98341130 - Janitorial services

II.2.3) Place of performance

NUTS codes

- UKM76 - Falkirk

Main site or place of performance

Falkirk Council's area of Operations

II.2.4) Description of the procurement

The service will cover regular cleaning of communal areas in 17 (13 High Flats) flatted residential blocks in central Falkirk, including high pedestrian traffic areas in each block. In addition, the service provider will be required to carry out regular checks regarding the cleanliness and condition of specified communal areas and maintain these areas to the required standard.

II.2.5) Award criteria

Quality criterion - Name: Method Statements / Weighting: 35

Price - Weighting: 65

II.2.6) Estimated value

Value excluding VAT: £220,000

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

Start date

1 January 2023

End date

31 December 2026

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: 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

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Third Party Employers for this lot have identified TUPE may apply. The TUPE information supplied relates to the Third Party Employer only (according to the definitions) employees. Refer to Annex 9.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

4B.1.1 Bidders will be required to have a minimum “general” yearly turnover for your lot below for the last two years.

Lot Number Minimum “general” yearly turnover

Lot 1 2,000,000 GBP

Lot 2 1,000,000 GBP

Lot 3 400,000 GBP

Lot 4 300,000 GBP

Lot 5 800,000 GBP

Minimum level(s) of standards possibly required

4B.5.1: It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Lots 1 and 2:

Employer's (Compulsory) Liability Insurance = 10 Million GBP

Public Liability Insurance = 10 Million GBP

Product Liability Insurance = 10 Million GBP

Lots 3, 4, and 5:

Employer's (Compulsory) Liability Insurance = 10 Million GBP

Public Liability Insurance = 5 Million GBP

Product Liability Insurance = 5 Million GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent), OR provide responses in relation to 4D.1.2 A through to G in the in the SPD(Scotland) Standard Statements.

The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate or provide responses in relation to: 4D.2.2a through to 4D.2.2G in the SPD(Scotland) Standard Statements v1.10.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As listed within the tender documentation.

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

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

24 October 2022

Local time

12:00pm

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

24 October 2022

Local time

12:00pm

Place

Falkirk

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: July 2026

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

1. Bidders are advised to allow adequate time for uploading documents and to dispatch the electronic response in advance of the submission deadline to avoid any last minute issues.

2. Third Party Employers for lots 1,2, and 3 have identified TUPE may apply. It is also confirmed that there would be no Transferring Employees (meaning employees of the Council according the definitions). The TUPE information supplied in the tender relates to the Third Party Employer (according to the definitions) employees. Please refer to Annex 9 – Contractual Documentation and statements within the ITT.

3. It is envisaged that there would be a maximum of 3 participants per Lot.

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

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=707399.

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.publiccontractsscotland.gov.uk/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.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

A summary of the expected community benefits has been provided as follows:

(a) Where the cumulative value of spend is between 100,000 GBP and 499,999 GBP the contractor(s) will provide at least 13 weeks training/work experience for at least one new trainee per year for the duration of the contract. The trainee will be obtained from a source agreed by the Council and the placement can be across a range of disciplines to be determined by the successful contractor. The contractor will be required to meet with Falkirk Council's Employment and Training Unit to discuss implementation prior to contract start.

(b) Where the cumulative value of spend is between 500,000 GBP and 1,000,000 GBP the contractor(s) will provide at least 26 weeks training/work experience for at least one new trainee per year for the duration of the contract. The trainee will be obtained from a source agreed by the Council and the placement can be across a range of disciplines to be determined by the successful contractor. The contractor will be required to meet with Falkirk Council's Employment and Training Unit to discuss implementation prior to contract start

(c) Where the cumulative value of spend exceeds 1,000,000 GBP, the contractor(s) will provide a modern apprentice / formal training opportunity for at least one trainee. The trainee will be obtained from a source agreed by the Council and the placement can be across a range of disciplines to be determined by the successful contractor. The contractor will be required to meet with Falkirk Council's Employment and Training Unit to discuss implementation prior to contract start

(d) Each job vacancy (including those in subcontractor organisations) is notified to the Falkirk Council Employment and Training Unit.

(SC Ref:707399)

VI.4) Procedures for review

VI.4.1) Review body

Falkirk Sheriff Court and Justice of the Peace Court

Sheriff Court House Main Street Camelon

Falkirk

FK1 4AR

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

A tenderer that suffers loss as a result of a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or the Court of Session. Falkirk Council (the Council) will have a minimum standstill period of 10 days before awarding the contract. The communication of the award decision notice will be sent by e-mail to all tenderers with the standstill period commencing on the next day. If proceedings are started in the Sheriff Court or the Court of Session against the Council in respect of the decision to award the contract within the standstill period then the Council is prevented from awarding the contract. Post contract award the Sheriff Court or the Court of Session may (1) award damages provided proceedings are brought within 3 months from the date when the grounds for the bringing of the proceedings first arose (2) be entitled to issue an ineffectiveness order or impose a financial penalty on the Council. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.