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Tender

Moss Hall Schools Federation ~ Cleaning Services Tender

Moss Hall Schools Federation

F02: Contract notice

Notice identifier: 2021/S 000-027364

Procurement identifier (OCID): ocds-h6vhtk-02f252

Published 1 November 2021, 6:15pm

Section I: Contracting authority

I.1) Name and addresses

Moss Hall Schools Federation

Nether Street, Finchley

London

N3 1NR

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<https://www.mosshall.school/>

I.3) Communication

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

<https://litmustms.co.uk/respond/T4F255Y2KW>

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

Moss Hall Schools Federation ~ Cleaning Services 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 Moss Hall Schools Federation at the following locations:

Moss Hall Infant School, Moss Hall Grove, Finchley, London, N12 8PE

Moss Hall Junior School, Nether Street, Finchley, London, N3 1NR

II.1.5) Estimated total value

Value excluding VAT: £450,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

LONDON

II.2.4) Description of the procurement

The successful Supplier will be required to provide cleaning services for Moss Hall Schools Federation at the following locations:

Moss Hall Infant School, Moss Hall Grove, Finchley, London, N12 8PE

Moss Hall Junior School, Nether Street, Finchley, London, N3 1NR

Contract value = £90,000.00 per annum

The contract being tendered is for three years in duration commencing 4 April 2022 with the possibility of two one year extensions.

THE SITE VISIT and walkaround will be on FRIDAY 17th DECEMBER 2021, during the morning, final timings will be circulated to those companies taken forward from the SQ process. Please make a note of this date in the appropriate diaries to ensure compliance and attendance. The 17th is the last day of term and there will be no further opportunity to

view the site prior to the submission date in mid-January 2022.

The process will be managed by the accelerated process due to fact that the current contract is ending on 3 April 2022.

The contract is fixed price with the Supplier invoicing the Client for one-twelfth of the annual cost on a monthly basis. Any variations to the contract that are requested by the Client should be invoiced at the agreed rate and should be calculated on an hourly rate per employee needed to carry out the variation to the satisfaction of the contract supervising officer.

Whilst the monthly charge will represent one-twelfth of the contract cost, a reconciliation will take place monthly to reconcile the actual hours worked within the contract. If the hours worked are less than those budgeted for a credit will be required by the Client. The Client requires that the tendered amount of hours are worked at all times and the successful Supplier will be expected to have a system in place to cover for both planned and unplanned leave.

The basis and rationale that the Client requires the successful Supplier to operate to at all times is being able to provide clean premises that are 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.

See SQ Document 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.2.6) Estimated value

Value excluding VAT: £450,000

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

Start date

4 April 2022

End date

3 April 2027

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

Accelerated procedure

Justification:

The process will be managed by the accelerated process due to fact that the current contract is ending on 3 April 2022.

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

26 November 2021

Local time

12:00pm

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

13 December 2021

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-London:-School-cleaning-services./T4F255Y2KW>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/T4F255Y2KW>

GO Reference: GO-2021111-PRO-19170164

VI.4) Procedures for review

VI.4.1) Review body

Moss Hall Schools Federation

London

Country

United Kingdom