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Tender

Hereward College ~ Cleaning Tender

Hereward College

F02: Contract notice

Notice identifier: 2021/S 000-028494

Procurement identifier (OCID): ocds-h6vhtk-02f6bd

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Section I: Contracting authority

I.1) Name and addresses

Hereward College

Bramston Crescent, Tile Hill Lane

Coventry

CV4 9SW

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

NUTS code

UKG - West Midlands (England)

Internet address(es)

Main address

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

I.3) Communication

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

<https://litmustms.co.uk/tenders/UK-UK-Coventry:-School-cleaning-services./VKK6AWW3X9>

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

Hereward College ~ Cleaning Tender

II.1.2) Main CPV code

- 90919300 - School cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

Hereward is a College for young people with disabilities and additional needs, based in Coventry. Since 1971 Hereward College have been offering inclusive provision and specialist facilities for both day and residential learners with complex disabilities and learning difficulties.

II.1.5) Estimated total value

Value excluding VAT: £815,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKG - West Midlands (England)

Main site or place of performance

WEST MIDLANDS (ENGLAND)

II.2.4) Description of the procurement

The College's vision is to prepare learners for the next stage of their lives, providing them with outstanding employability skills and greater control over their future. The College has a focus on creating independent individuals who can make more of their own decisions about work education, health and living.

The College has extensive partnerships with employers and an expanding supported internship study programme. The internships build upon all the skills that the young people have developed in College and extend them even further in real work situations.

Political activity is also important to the Hereward community and learners are encouraged

to have a 'voice' in the issues that affect them. The College also support the Right Not a Fight campaign which addresses the inequalities faced by young people with learning difficulties or disabilities.

Hereward College is extremely proud of the achievements of all of their learners and the hugely committed and dedicated staff which support them.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of cleaning services within the facilities for Hereward College. The high quality service levels proposed, should maintain excellent standards throughout, resulting in a pleasant environment for both the students and staff.

The basis and rationale that the Client requires the successful contractor to operate to at all times, is being able to provide a College that is 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.

The contract being tendered is for three years in duration from 1 August 2022 until 31 July 2025, with the option to extend the contract term for a further term of up to two years and will be fixed price in nature, with the Supplier invoicing the Client for one-twelfth of the annual cost on a monthly basis.

It should be noted that the successful contractor will be expected to bring to the contract: innovation; new equipment; and cleaning methods, with BICSc standards being achieved as a minimum, thus ensuring that the highest levels of cleanliness are maintained in all areas at all times and also ensuring that the productivity of the cleaning operatives is enhanced moving forward into the new contract term.

At present 11 cleaning operatives are employed to 240 hours per week, Monday to Friday, which includes a Contract Supervisor undertaking cleaning and non-cleaning duties. There is also a cleaner present in College during the day.

The value of the current contract is circa £163,000.00 + VAT which includes:

- Daily cleaning
- Window cleaning 2 x per annum
- The cleaning of residential blocks and the Lodge
- Carpet / soft furnishing shampooing as required, with a full clean at least annually
- The cleaning of all computers

- Special event cleaning for lettings / parents evenings as required ~ approximately 10 days per annum
- Internal and external litter picking
- External Multi Use Games Area ~ sweep and wash with neutral detergent, 2 x per annum
- All periodic duties

Whilst the College prioritises value for money as a key objective of the Competitive Tender Process, the Governing body is not obliged to accept the lowest price.

The College's objectives:

- To build upon the already improved standards of cleanliness within the College, with a focus on attention to detail
- To receive a service that complies with the service standards
- To receive consistently high-quality cleaning standards, via a motivated and fully staffed workforce
- To generate an welcoming learning environment for all students, within the College

See SQ document for more 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: £815,000

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

Start date

1 August 2022

End date

31 July 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

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

7 January 2022

Local time

12:00pm

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

7 March 2022

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-Coventry:-School-cleaning-services./VKK6AWW3X9>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/VKK6AWW3X9>

GO Reference: GO-20211115-PRO-19234821

VI.4) Procedures for review

VI.4.1) Review body

Hereward College

Bramston Crescent, Tile Hill

Coventry

CV4 9SW

Country

United Kingdom