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Tender

## **Static Guarding Services for DWP in South Holland, Boston & Kings Lynn**

Borough Council of King's Lynn & West Norfolk  
Boston Borough Council  
South Holland District Council

F02: Contract notice

Notice identifier: 2022/S 000-028756

Procurement identifier (OCID): ocds-h6vhtk-037536

Published 12 October 2022, 7:05pm

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

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

Borough Council of King's Lynn & West Norfolk

Kings Court, Chapel Street

King's Lynn

PE30 1EX

#### **Email**

[procurementtenders@west-norfolk.gov.uk](mailto:procurementtenders@west-norfolk.gov.uk)

#### **Telephone**

+44 1553616200

#### **Country**

United Kingdom

**Region code**

UKH16 - North and West Norfolk

**National registration number**

E07000146

**Internet address(es)**

Main address

<https://www.west-norfolk.gov.uk>

Buyer's address

<https://www.west-norfolk.gov.uk>

**I.1) Name and addresses**

Boston Borough Council

Municipal Buildings, West Street

Boston

PE21 8QR

**Email**

[info@boston.gov.uk](mailto:info@boston.gov.uk)

**Country**

United Kingdom

**Region code**

UKF3 - Lincolnshire

**Internet address(es)**

Main address

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

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

South Holland District Council

Council Offices, Priory Road

Spalding

PE11 2XE

### **Email**

[info@sholland.gov.uk](mailto:info@sholland.gov.uk)

### **Country**

United Kingdom

### **Region code**

UKF3 - Lincolnshire

### **Internet address(es)**

Main address

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

## **I.2) Information about joint procurement**

The contract involves joint procurement

## **I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-King%27s-Lynn:-Guard-services./TXJ7T9B5D9>

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**

Regional or local authority

#### **I.5) Main activity**

Other activity

Static Guard Services

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### **Section II: Object**

#### **II.1) Scope of the procurement**

##### **II.1.1) Title**

Static Guarding Services for DWP in South Holland, Boston & Kings Lynn

Reference number

BCKLWN243

##### **II.1.2) Main CPV code**

- 79713000 - Guard services

##### **II.1.3) Type of contract**

Services

##### **II.1.4) Short description**

Boston Borough Council, the Borough Council of Kings Lynn and West Norfolk and South Holland District Council each intend to let a contract for the supply of static guarding services at the Municipal Buildings in Boston, Kings Court in Kings Lynn, and at the Council Offices in Spalding respectively. At all three locations, the Department of Work and Pensions (DWP) have moved their local Job Centre and back-office staff into the Council offices and the main purpose of the contracts will be to provide a Customer Care service to visitors to the DWP and Council teams.

##### **II.1.5) Estimated total value**

Value excluding VAT: £1,085,000

### **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**

Static Guarding Services for DWP at Boston Borough Council

Lot No

1

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

- 79713000 - Guard services

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

NUTS codes

- UKF3 - Lincolnshire

Main site or place of performance

Lincolnshire

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

Boston Borough Council, intend to let a contract for the supply of static guarding services at the Municipal Buildings in Boston, the Department of Work and Pensions (DWP) have moved their local Job Centre and back-office staff into the Council offices and the main purpose of the contract will be to provide a Customer Care service to visitors to the DWP and Council teams.

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

Quality criterion - Name: Contract Implementation Plan and Management Structure /  
Weighting: 10

Quality criterion - Name: Absentee Arrangements / Weighting: 20

Quality criterion - Name: Complaints Procedure / Weighting: 10

Quality criterion - Name: Local Labour Profile / Weighting: 10

Quality criterion - Name: Example Monthly Progress Reports / Weighting: 5

Cost criterion - Name: Estimated Annual Cost / Weighting: 45

#### **II.2.6) Estimated value**

Value excluding VAT: £502,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract will run for an initial three-year period and there will be provision for the Council to offer an extension of up to a further two years.

#### **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**

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/TXJ7T9B5D9>

## **II.2) Description**

### **II.2.1) Title**

Static Guard Service for DWP in Kings Lynn

Lot No

2

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

- 79713000 - Guard services

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

NUTS codes

- UKH16 - North and West Norfolk

Main site or place of performance

North and West Norfolk

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

The Borough Council of Kings Lynn and West Norfolk, intend to let a contract for the supply of static guarding services at Kings Court in Kings Lynn. The Department of Work and Pensions (DWP) have moved their local Job Centre and back-office staff into the Council offices and the main purpose of the contracts will be to provide a Customer Care service to visitors to the DWP and Council teams.

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

Quality criterion - Name: Contract Implementation Plan and Management Structure / Weighting: 10

Quality criterion - Name: Absentee Arrangements / Weighting: 20

Quality criterion - Name: Complaints Procedure / Weighting: 10

Quality criterion - Name: Local Labour Profile / Weighting: 10

Quality criterion - Name: Example Monthly Progress Reports / Weighting: 5

Cost criterion - Name: Estimated Annual Cost / Weighting: 45

### **II.2.6) Estimated value**

Value excluding VAT: £439,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract is expected to run for an initial three-year period. There will be provision for the Council to offer an extension of up to a further two years.

### **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) Description**

### **II.2.1) Title**

Static Guarding Service for DWP at South Holland

Lot No

3

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

- 79713000 - Guard services

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

NUTS codes

- UKF3 - Lincolnshire

Main site or place of performance

Lincolnshire

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

South Holland District Council intend to let a contract for the supply of static guarding services at the Council Offices in Spalding. The Department of Work and Pensions (DWP) have moved their local Job Centre and back office staff into the Council offices and the main purpose of the contracts will be to provide a Customer Care service to visitors to the DWP and Council teams.

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

Quality criterion - Name: Contract Implementation Plan and Management Structure / Weighting: 10

Quality criterion - Name: Absentee Arrangements / Weighting: 20

Quality criterion - Name: Complaints Procedure / Weighting: 10

Quality criterion - Name: Local Labour Profile / Weighting: 10

Quality criterion - Name: Example Monthly Progress Reports / Weighting: 5

Cost criterion - Name: Estimated Annual Cost / Weighting: 45

#### **II.2.6) Estimated value**

Value excluding VAT: £144,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract will commence on the dates mentioned in the table above and run for an initial three-year period. There will be provision for the Council to offer an extension of up to a further two years.

#### **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

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### **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

16 November 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

16 November 2022

Local time

12:00pm

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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: A few months prior to expiry of the contract (s).

### **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**

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.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-King%27s-Lynn:-Guard-services./TXJ7T9B5D9>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/TXJ7T9B5D9>

GO Reference: GO-20221012-PRO-21129583

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Borough Council of King's Lynn & West Norfolk

Kings Court, Chapel Street

Kings Lynn

PE30 1EX

Email

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