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Tender

# **Christ Church C of E Primary School**

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F02: Contract notice Notice identifier: 2023/S 000-028805 Procurement identifier (OCID): ocds-h6vhtk-0406b0 Published 29 September 2023, 2:06pm

# Section I: Contracting authority

# I.1) Name and addresses

Christ Church C of E Primary School

Pine Gardens

Surbiton

KT5 8LJ

Contact

Nigel Armstrong

Email

info@na-consultancy.co.uk

### Telephone

+44 7900784030

Country

United Kingdom

### **Region code**

UKL22 - Cardiff and Vale of Glamorgan

### Internet address(es)

Main address

http://www.ccp.kingston.sch.uk/

Buyer's address

http://www.ccp.kingston.sch.uk/

# **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-Surbiton:-Building-cleaningservices./53QY7D68QQ

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://www.delta-esourcing.com/tenders/UK-title/53QY7D68QQ

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

Christ Church C of E Primary School

### II.1.2) Main CPV code

• 90911200 - Building-cleaning services

### II.1.3) Type of contract

Services

### II.1.4) Short description

The School are requesting tenders from recognised service provider to manage their cleaning services to the indicated contract. Providers must be able to demonstrate their capability to deliver the services via the documentation to be submitted, this service requirement will include the daily, weekly, monthly service requirements as well as managing TUPE process for the current staff.

### II.1.5) Estimated total value

Value excluding VAT: £150,000

### II.1.6) Information about lots

This contract is divided into lots: No

# **II.2) Description**

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

• 90911200 - Building-cleaning services

### II.2.3) Place of performance

NUTS codes

• UKI3 - Inner London – West

Main site or place of performance

Inner London – West

### II.2.4) Description of the procurement

The School are requesting tenders from recognised service provider to manage their cleaning services to the indicated contract. Providers must be able to demonstrate their capability to deliver the services via the documentation to be submitted, this service requirement will include the daily, weekly, monthly service requirements as well as managing TUPE process for the current staff.

### II.2.5) Award criteria

Quality criterion - Name: Contract Management and Staffing Resources / Weighting: 35

Quality criterion - Name: Contractor/Client Reporting / Weighting: 10

Quality criterion - Name: Service Expectations and Delivery / Weighting: 25

Cost criterion - Name: Three Year Contract Value / Weighting: 35

### II.2.6) Estimated value

Value excluding VAT: £150,000

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

Start date

1 April 2024

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

The initial contract is for 3 years with scope for extensions for a further period or periods of any duration, but in any case, the total duration of any extensions shall not exceed 24 months from the last day of the initial contract period

### II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 7

Objective criteria for choosing the limited number of candidates:

The Selection criteria is detailed within the SQ documents

### 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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

In the first instance, candidates should register with <u>www.delta-esourcing.com</u> (<u>https://www.delta-esourcing.com</u>) and express an interest in the contract. Candidates will need to provide as part of the request to participate process details of enrolment on professional or trade registers and details on whether bankruptcy, convictions of professional misconduct, non-payments relating to social security contributions or taxes applies to the economic operator. Economic operators may be excluded from participation if any of these circumstances applies.

Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

#### III.1.2) Economic and financial standing

List and brief description of selection criteria

Candidates will need to provide as part of the selection questionnaire process details of turnover, profit and capital and reserves for previous 3 years. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process

Minimum level(s) of standards possibly required

A statement of a minimum turnover level is detailed within the standard questionnaire documentation.

### III.1.3) Technical and professional ability

List and brief description of selection criteria

Candidates will need to provide as part of the process evidence of current business, quality standards, accreditation and relevant experience. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

Financial risk grid status will be evaluated on a pass/fail basis, this is to be completed in all cases and returned, please see the explanation within the document for further information.

Levels of insurance cover will be evaluated on a pass/fail basis. The suppliers must hold as a minimum or be willing to obtain the following levels of insurance cover:

- public liability insurance GBP 5 000 000.00,

- employers liability insurance GBP 5 000 000.00.

### III.2) Conditions related to the contract

### III.2.2) Contract performance conditions

Planned and regular monthly, quarterly and annual contract review meeting will be preplanned with the awarding contractor

### 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

**Restricted procedure** 

### IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

### IV.2.2) Time limit for receipt of tenders or requests to participate

Date

1 November 2023

Local time

12:00pm

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

3 November 2023

### 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: 6 (from the date stated for receipt of tender)

# Section VI. Complementary information

# VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Yes — 30 months from contract start date, depending on whether extension periods are taken up

# VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

# 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-Surbiton:-Building-cleaningservices./53QY7D68QQ

To respond to this opportunity, please click here:

https://www.delta-esourcing.com/respond/53QY7D68QQ

GO Reference: GO-2023929-PRO-24080656

### VI.4) Procedures for review

### VI.4.1) Review body

Christ Church C of E Primary School

Pine Gardens

Surbiton

KT5 8LJ

Email

info@na-consultancy.co.uk

Telephone

+44 7900784030

Country

United Kingdom

Internet address

http://www.ccp.kingston.sch.uk/

### VI.4.2) Body responsible for mediation procedures

Christ Church C of E Primary School

**Pine Gardens** 

Surbiton

KT5 8LJ

Email

info@na-consutlancy.co.uk

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+44 7900784030

Country

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