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Tender

## **Highworth Grammar School ~ Cleaning Services Tender**

Highworth Grammar School

F02: Contract notice

Notice identifier: 2021/S 000-029988

Procurement identifier (OCID): ocds-h6vhtk-02fc9a

Published 2 December 2021, 4:15pm

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

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

Highworth Grammar School

Maidstone Road, Ashford

Kent

TN24 8UD

#### **Email**

[tenders@litmuspartnership.co.uk](mailto:tenders@litmuspartnership.co.uk)

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **NUTS code**

UKJ4 - Kent

**Internet address(es)**

Main address

<https://www.highworth.kent.sch.uk/>

**I.3) Communication**

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

<https://litmustms.co.uk/respond/UYUAWGR5SB>

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

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**Section II: Object**

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

**II.1.1) Title**

Highworth Grammar School ~ 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 Highworth Grammar School.

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

Value excluding VAT: £475,599

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

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

NUTS codes

- UKJ4 - Kent

Main site or place of performance

Kent

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

The successful Supplier will be required to provide cleaning services for Highworth Grammar School.

Highworth Grammar School is a successful 11-18 selective girls' school with approximately 71 boys in the sixth form. The school is widely recognised as being innovative and highly successful. During the June 2013 Ofsted inspection the school was judged to be an outstanding school. In 2019 our A level results placed us in the top 25% of schools nationally. The school was previously granted speciality status for Music and became an Academy in 2011.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of service within the existing facilities for the 1534 students on roll and 144 teaching and support staff. The School would wish the successful contractor to review the current range of services offered and make recommendations accordingly.

The contract being tendered is for three years in duration from 25 May 2022 and will operate as a Fixed Price Contract, with the successful Contractor offering the school a guaranteed cost per annum for the provision of cleaning services.

The School year is based on a calendar of 195 days. Five days are to be used for staff professional development which means that School will be open to receive students for the legal minimum of 190 days.

The contract offered covers the scope for the provision of all cleaning services within the School, which includes the main school building, a separate building called Gower House which is used as a music block, 3 mobile classrooms and a large two storey sports hall. The total floor area is approximately 13,100 square metres.

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

Highworth Grammar School expects the successful contractor to enable the continued development of cleaning services. The School expects the successful tenderer to evidence, through their bid, how they shall support and complement its values and support the principles of the school.

The School believes that success should be celebrated and that pupils should enjoy their time at school; if lessons are stimulating and challenging then students will love learning. Much time therefore, is spent reviewing and planning schemes of work to ensure that they are differentiated to meet the needs of all students. The school is continually seeking ways to improve and develop the ethos and environment for students and staff, to give them the facilities they deserve and to meet the challenges of the 21st Century.

Please be advised that this contract will be let on a 3-year fixed price basis

Please 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: £475,599

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

Start date

25 May 2022

End date

24 May 2025

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

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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

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## **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**

24 January 2022

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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## **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-Kent:-School-cleaning-services./UYUAWGR5SB>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/UYUAWGR5SB>

GO Reference: GO-2021122-PRO-19328078

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

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

Highworth Grammar School

Kent

Country

United Kingdom