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Tender

## **Hertfordshire Regional College ~ Cleaning Tender**

Hertfordshire Regional College  
Hertfordshire Regional College

F02: Contract notice

Notice identifier: 2023/S 000-030301

Procurement identifier (OCID): ocds-h6vhtk-040bed

Published 13 October 2023, 2:05pm

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

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

Hertfordshire Regional College

Broxbourne Campus, Turnford, Broxbourne

Herts

EN10 6AE

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **Region code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

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

**I.1) Name and addresses**

Hertfordshire Regional College

Ware Campus, London Road, Ware

Herts

SG12 9JF

**Email**

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

**Country**

United Kingdom

**Region code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

<https://www.hrc.ac.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-Herts:-School-cleaning-services./D265C289VW>

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**

Hertfordshire Regional 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**

Hertford Regional College is a vibrant further education college with ambitious targets operating across two campuses.

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

Value excluding VAT: £2,275,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

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 each school in the Trust. The high-quality service levels proposed, should maintain excellent standards

throughout, resulting in a pleasant environment for both the pupils and staff at all schools.

The basis and rationale that the Client requires the successful contractor to operate to at all times, is being able to provide a School 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 from 1st April 2024 until 31st March 2027 with an option to extend for up to a further 2 years at the discretion of the client. The contract will be fixed price in nature, with the Contractor 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.

Contract value:

The annual contract value is circa £430,000 for the cleaning, including material cost at approx £25,000. Overall annual contract would be circa £455,000.

The value of the new contract is circa £2,275,000 (5 year term of the contract).

Please see SQ Document for more information.

### **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: £2,275,000

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

Start date

1 April 2024

End date

31 March 2029

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

17 November 2023

Local time

12:00pm

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

4 December 2023

#### **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.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.

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-Herts:-School-cleaning-services./D265C289VW>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/D265C289VW>

GO Reference: GO-20231013-PRO-24192875

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

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

Hertfordshire Regional College

Broxbourne Campus, Turnford, Broxbourne

Herts

EN10 6AE

Country

United Kingdom