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Tender

Cleaning Services for Civic Centre, Folkestone 2024-25

Folkestone and Hythe District Council

F02: Contract notice

Notice identifier: 2023/S 000-030507

Procurement identifier (OCID): ocds-h6vhtk-040c70

Published 16 October 2023, 4:14pm

Section I: Contracting authority

I.1) Name and addresses

Folkestone and Hythe District Council

Civic Centre

Folkestone

CT20 2QY

Contact

Ms Mhairi Richards

Email

mhairi.richards@folkestone-hythe.gov.uk

Telephone

+44 1303853401

Country

United Kingdom

Region code

UKJ44 - East Kent

Internet address(es)

Main address

<https://www.folkestone-hythe.gov.uk>

Buyer's address

<https://www.folkestone-hythe.gov.uk/council-transparency/procurement-information>

I.3) Communication

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

<https://procontract.due-north.com/Advert/Index?advertId=c9c42307-356c-ee11-8124-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=c9c42307-356c-ee11-8124-005056b64545>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Cleaning Services for Civic Centre, Folkestone 2024-25

Reference number

DN694924

II.1.2) Main CPV code

- 90911200 - Building-cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

Folkestone & Hythe District Council ("the Council") wishes to select and appoint a suitable supplier for cleaning services to F&HDC's offices and invites organisations to submit a tender to meet the Council's requirements.

The contract is anticipated to start 1 April 2024 and continue for a period of 18 months (with the option to extend for a further period (or periods) of up to 24 months).

II.1.5) Estimated total value

Value excluding VAT: £175,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ44 - East Kent

II.2.4) Description of the procurement

Folkestone & Hythe District Council ("the Council") wishes to select and appoint a suitable supplier for cleaning services to F&HDC's offices including window cleaning and invites organisations to submit a tender to meet the Council's requirements.

The contract is anticipated to start 1 April 2024 and continue for a period of 18 months (with the option to extend for a further period (or periods) of up to 24 months).

II.2.5) Award criteria

Quality criterion - Name: Contract Inception & Implementation / Weighting: 13

Quality criterion - Name: Performance Management / Weighting: 13

Quality criterion - Name: Staff Management / Weighting: 13

Quality criterion - Name: Carbon Reduction / Weighting: 5.5

Quality criterion - Name: Social Value / Weighting: 5.5

Price - Weighting: 50

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

Duration in months

42

This contract is subject to renewal

Yes

Description of renewals

The contract will be for an initial period of 18 months with the option to extend for a further period (or periods) of up to 24 months.

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 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

17 November 2023

Local time

1:00pm

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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

17 November 2023

Local time

1:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Folkestone and Hythe District Council

Civic Centre, Castle Hill Avenue

Folkestone

CT20 2QY

Email

procurement@folkestone-hythe.gov.uk

Country

United Kingdom