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Tender

## **One Year Common Close Cleaning Contract with Optional 1+1 Year Annual Extensions up to a maximum contract duration of three years**

Elderpark Housing Association Limited  
Linthouse Housing Association

F02: Contract notice

Notice identifier: 2022/S 000-030959

Procurement identifier (OCID): ocds-h6vhtk-037e65

Published 2 November 2022, 1:53pm

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

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

Elderpark Housing Association Limited

65 Golspie Street

Glasgow

G51 3AX

#### **Contact**

Jim Fraser

#### **Email**

[jim.fraser@elderpark.org](mailto:jim.fraser@elderpark.org)

**Telephone**

+44 1414402244

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<http://www.elderpark.org>

**I.1) Name and addresses**

Linthouse Housing Association

1 Cressy Street, Linthouse

Glasgow

G51 4RB

**Email**

[enquiries@linthouseha.com](mailto:enquiries@linthouseha.com)

**Telephone**

+44 1414454418

**Fax**

+44 1414458421

**Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<http://www.linthouseha.com/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA15842](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA15842)

**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.publiccontractsscotland.gov.uk>

Additional information can be obtained from another address:

A.D.A Construction Consultants

Pavilion 3, St James Business Park, Linwood Road

Paisley

PA3 3BB

**Contact**

Alan Shanks

**Email**

[alan.shanks@ada-cc.co.uk](mailto:alan.shanks@ada-cc.co.uk)

**Telephone**

+44 1418160184

**Country**

United Kingdom

**NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

**Internet address(es)**

Main address

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

Tenders or requests to participate must be submitted electronically via

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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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

**I.4) Type of the contracting authority**

Other type

Registered Social Landlord

**I.5) Main activity**

Housing and community amenities

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## **Section II: Object**

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

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

One Year Common Close Cleaning Contract with Optional 1+1 Year Annual Extensions up to a maximum contract duration of three years

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

- 90910000 - Cleaning services

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

Services

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

The Contract applies to tenement stairs, common close and deck access cleaning to closes belonging to Elderpark Housing Association within Govan, Cessnock, Ibrox and Kinning Park, Glasgow. (See tender Document 1). The Contract term will be for an initial one year period with optional annual 1 year + 1Year extensions upto a maximum contract during of three years overall.

The decision to award the contract extensions will be at the discretion of Elderpark Association and will be on the basis of one year increments. Bidders should note that the list of properties and scope of works required to be carried out may increase or decrease during the contract period. Bidders are also advised that Elderpark Housing Association may extend the Contract to additional locations throughout Govan, Cessnock, Ibrox and Kinning Park to take account of any changes to requirements or new stock acquired during the Contract.

Bidders are also advised that Linthouse Housing Association may purchase from the Contract. A separate exchange of letters will be required between Linthouse Housing Association and the successful Bidder and Elderpark Housing Association will have no liability to any Contract entered into between Linthouse Housing Association and the successful Bidder.

Bidders are advised that the requirements of the tender documentation and the Contractor's tender submission shall also apply to any Contract entered into by Linthouse Housing Association and the successful Bidder, excluding the prices entered within Tender Document 3 'Close Cleaning Pricing Document'.

A separate Pricing Document and property address list will be issued by Linthouse Housing Association to the successful Bidder for pricing and agreement, prior to conclusion of a Contract between Linthouse Housing Association and the successful Bidder.

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

Value excluding VAT: £360,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 90911000 - Accommodation, building and window cleaning services
- 90914000 - Car park cleaning services
- 90918000 - Bin-cleaning services

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

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Glasgow, United Kingdom

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

Single stage tendering (all bidders may submit a tender) in accordance with Regulation 28 'Open Procedure' of the Public Contracts (Scotland) Regulations 2015

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

Quality criterion - Name: Quality / Weighting: 30

Price - Weighting: 70

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

Value excluding VAT: £360,000

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

May take up option of twelve month extensions up to a maximum of two further years (2024-2026) at an estimated value 60000 GBP (excluding VAT) per annum.

## **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**

Economic Operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

SPD (Scotland) document v1.2 Question 2D.1.2- Bidders must provide a separate SPD response (Sections A and B of this Part and Part III) for each subcontractor.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

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

List and brief description of selection criteria

Please refer to these statements when completing Section 4B of the SPD (Scotland) document v.12;

Question 4B.1.1 - Bidders will be required to have a minimum 'general' yearly turnover of 120000 GBP for the last two years.

Question 4B.1.2 - Bidders will be required to have an average yearly turnover of a minimum of 120000 GBP for the last two years.

Question 4B.3 - Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up or started trading.

Questions 4B.5.1 and 4B.5.2 - It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurances indicated below:

Employer's (Compulsory) Liability Insurance - 5,000,000 GBP Public Liability Insurance - 5,000,000 GBP

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

4C.8.1 - Bidders will be required to confirm their average annual manpower for the last three years.

4C.8.2 - Bidders will be required to confirm their and the number of managerial staff for the last three years.

4C.9 - Bidders will be required to demonstrate that they have (or have access to) the relevant tools, plant or technical equipment to deliver the types of requirements detailed in II.2.4 in the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

4C.10 - Bidders will be required to confirm whether they intend to subcontract and, if so, for



what proportion of the contract. Minimum level(s) of standards required:

SPD Scotland, Part C Technical and Professional Ability - Bidders responses to Part C of the SPD will be limited to a maximum of fifteen A4 single sided pages, excluding any certification that a Bidder submits in support of their response, which must be completed in English using Arial 11 font

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

### **III.2.2) Contract performance conditions**

The performance of the successful Bidder will be monitored through the Key Performance Indicators described within Tender Document 8 'Key Performance Indicators' attached to this Contract Notice.

Where performance falls below the minimum acceptable level during the Contract, the successful Bidder will be required to produce a Remedial Plan for the approval of Elderpark Housing Association.

Failure to produce a Remedial Plan or implement an approved Remedial Plan will be deemed to be a breach of the Contract, which may lead to the termination of the successful Bidder's Contract.

### **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

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## **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

2 December 2022

Local time

12:00pm

#### **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**

Tender must be valid until: 2 March 2023

#### **IV.2.7) Conditions for opening of tenders**

Date

2 December 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: 2023 at the earliest

### **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**

SPD (Scotland) document v1.2\_0, Part IV Section C 'Technical and Professional Ability' will be scored on a pass or fail basis using the following scoring methodology;

0 - Unacceptable - Nil or inadequate response. Fails to demonstrate an ability to meet the requirement. A Tenderer which scores '0 – Unacceptable' against any question will be disqualified.

1 - Poor - Response is partially relevant and poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 - Acceptable - Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 - Good - Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

4 – Very Good - Response is largely relevant and very good. The response demonstrates a very good understanding of the requirements and provides adequate details on how the requirements will be fulfilled.

5 - Excellent - Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.

A Tenderer will be required to achieve a minimum score of 2 against each Question within Part C, i.e. a score of 2 or greater shall represent a Pass whereas a score of 1 or lower will represent a Fail. Elderpark Housing Association will disregard, and not evaluate the remainder of a Tenderers bid should the Tenderer fail to achieve the minimum score of 2 (a Pass) against any of the Questions included with Part C.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=712103](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=712103).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:712103)

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

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

Glasgow Sheriff Court and Justice of the Peace Court

Glasgow

Country

United Kingdom