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Tender

## **Provision of Cleaning Services for temporary accommodation and Void Properties**

West Dunbartonshire Council

F02: Contract notice

Notice identifier: 2025/S 000-032871

Procurement identifier (OCID): ocds-h6vhtk-054e10

Published 17 June 2025, 11:41am

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

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

West Dunbartonshire Council

16 Church Street

Dumbarton

G82 1QL

#### **Contact**

Ellie Street

#### **Email**

[corporate.procurement@west-dunbarton.gov.uk](mailto:corporate.procurement@west-dunbarton.gov.uk)

#### **Telephone**

+44 1389737000

#### **Country**

United Kingdom

**NUTS code**

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

**Internet address(es)**

Main address

<http://www.west-dunbarton.gov.uk/business/suppliers/procurement/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00153](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00153)

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Provision of Cleaning Services for temporary accommodation and Void Properties

Reference number

2425-09

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

- 90910000 - Cleaning services

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

Services

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

West Dunbartonshire Council (the Council) has a requirement for temporary accommodation and void accommodation to be cleaned to a set of requirements as outlined in the below specification. The efficient and effective turnaround of temporary accommodation is business critical. Delays can impact on income and the provision of emergency and temporary accommodation to allow the Council to meet its statutory homeless duties.

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

#### **II.2.1) Title**

Lot 2 Void Properties

Lot No

2

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

- 90910000 - Cleaning services

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

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Main site or place of performance

West Dunbartonshire Area

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

The Council is seeking to enter a two-year contract, with the option to extend by a further two x12 months, to appoint a suitably qualified provider(s) who is competent and capable to deliver provision of cleaning services to temporary accommodation and void properties. The provision of small household items may also be required in temporary accommodation.

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

Quality criterion - Name: Cost / Weighting: 10%

Quality criterion - Name: Quality / Weighting: 50%

Quality criterion - Name: Service / Weighting: 30%

Quality criterion - Name: Additional Social Benefits / Weighting: 10%

Price - Weighting: 60

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

with the option to 2x12 month extensions.

### **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) Description**

### **II.2.1) Title**

Lot 1 Homeless Properties

Lot No

1

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

- 90910000 - Cleaning services

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

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Main site or place of performance

West Dunbartonshire Area

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

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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

With reference to SPD questions:

4B.1.1 & 4B. 1.2 Turnover - supplier must demonstrate for Lot 1 an annual turnover for each of the two previous years of greater than two times the annual contract value of contract on offer est. 200,000 GBP, therefore a turnover of 400,000 GBP is required.

4B.1.1 & 4B. 1.2 Turnover - supplier must demonstrate for Lot 2 an annual turnover for each of the two previous years of greater than two times the annual contract value of contract on offer est. 200,000 GBP, therefore a turnover of 400,000 GBP is required.

Ratios - a Pass in any two of the three ratios as an overall Pass for Economic and Financial standing.

- (Ratio 1) Acid Test –  $(\text{Current Assets-stock})/\text{Current Liabilities}$ . To pass the Acid Test Ratio question the bidder must have a score of greater than 1.
- (Ratio 2) Return on Capital Employed %–  $\text{Profit}/\text{Capital employed}$ . To pass this question the Council require the bidder to score a positive figure/Percentage.
- (Ratio 3) Current Ratio –  $\text{Current Assets}/\text{Liabilities}$ . To pass this question the Council require the bidder to achieve a score of greater than 1.

WDC will use template WD09 - WDC Financial Vetting Questionnaire v1.0, it is recommended that candidates review their own ratio scores in advance of submitting their tender. In the event that a firm does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their Tender Submission is supported by a Parent Company Guarantee WD04 - Parent Company Guarantee refers. Should after review of the financial evaluation of tenderer fail, then the tender submission may be rejected.

Minimum level(s) of standards possibly required

Insurance

Q4B.5.1 –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 insurance listed below:

- Employers Liability Insurance - 10 million GBP each and every claim

Q4B5.2

- Public and Product Liability Insurance - 10 million GBP each and every claim
- Professional Indemnity Insurance - 5 million GBP each and every claim

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

List and brief description of selection criteria

With reference to SPD question 4C.1, bidders will be required to provide 3 examples that demonstrate that they have the relevant experience and capacity of delivering these services within Homeless and Void Properties or similar projects.

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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

17 July 2025

Local time

12:00pm

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

English

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

Date

17 July 2025

Local time

12:00pm

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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 buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 29490. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

The social benefit questionnaire must be completed and submitted within the tender response.

(SC Ref:801682)

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

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

Dumbarton Sheriff Court and Justice of Peace Court

Sheriff Court House, Church Street

Dumbarton

G82 1QL

Country

United Kingdom