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Tender

## **Lancaster Royal Grammar School ~ Cleaning Tender**

Lancaster Royal Grammar School

F02: Contract notice

Notice identifier: 2024/S 000-033032

Procurement identifier (OCID): ocds-h6vhtk-04abe5

Published 14 October 2024, 4:05pm

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

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

Lancaster Royal Grammar School

Lancaster Royal Grammar School, East Road

Lancaster

LA1 3EF

#### **Email**

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

#### **Telephone**

+44 1276673880

#### **Country**

United Kingdom

#### **Region code**

UKD44 - Lancaster and Wyre

**Internet address(es)**

Main address

<https://www.lrgs.org.uk/>

**I.3) Communication**

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

<https://litmustms.co.uk/respond/7NHEFE2GA7>

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

## **Section II: Object**

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

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

Lancaster Royal Grammar School ~ Cleaning 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:

Lancaster Royal Grammar School

East Road

Lancaster

LA1 3EF

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

Value excluding VAT: £1,200,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKD44 - Lancaster and Wyre

Main site or place of performance

Lancaster and Wyre

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

The successful Supplier will be required to provide Cleaning services for:

Lancaster Royal Grammar School

East Road

Lancaster

LA1 3EF

Contract value = annual cleaning cost £240k

The contract will be for a period of 3 years commencing 1st November 2025 with the option to extend for a further 2 years.

Lancaster Royal Grammar School is a school of approx. 1260 students including 400 students in sixth form. The School has a boarding provision of typically 100-120 students.

Lancaster Royal Grammar School is a buoyant selective state grammar school with a big reputation. The values central to Lancaster Royal Grammar School are those of academic and extra-curricular excellence and opportunity, within a diverse and tolerant community. We are particularly proud of the warmth of the relationships between pupils and staff, and of the quality of our pastoral care.

The School was endowed in 1472 and is one of the oldest state funded schools in the country. Originally situated close to the Priory Church and Lancaster Castle, the LRGS moved to its present site in 1851 when Queen Victoria granted the Royal title. The School became an Academy in 2011.

Lancaster Royal Grammar School is a large, widely dispersed campus arranged mainly over an upper site and lower site. Some school buildings date from the Victorian era, while others, such as our most recent boarding accommodation, are more modern.

The upper site hosts a variety of teaching blocks (Design Technology, Sciences, Maths, English and Art) and two pupil pastoral/SEND buildings. The City View complex houses a reception, Headmaster's and other staff offices, a pupil catering outlet and a Food Technology suite. The school's three boarding houses are also situated on the upper site.

The Grade II listed Old School House building is located on the lower site and houses a

sixth form centre including catering outlets, teaching accommodation (History, PE, Drama, Business Studies and Computer Science), the school Library and meeting rooms.

On the lower site there is also a large multi department teaching block, a Sports Hall, a Music Department block, additional 6th Form study space, 6th Form girls changing facilities and an administration building.

A PE/Sports changing block is located at our Memorial Playing Fields (outside main school campus) and a Cricket Pavilion on our Douthwaite cricket field (upper site).

The cleaning requirement will be for the whole school but excluding the boarding accommodation. The cleaning is currently managed by a contract cleaning company. We believe there will be staff who are members of the Local Government Pension Scheme. Admitted Body status will therefore be required.

The school will be undergoing a comprehensive building programme likely to commence 2027/2028. This is likely to involve demolition and rebuild, extensive refurbishment and the use of temporary accommodation. The school will need their cleaning partner to be flexible and supportive in adjusting the cleaning requirement and continuing to maintain a clean school whilst these works are taking place.

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: £1,200,000

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

Start date

1 November 2025

End date

31 October 2030

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 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

## **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

22 November 2024

Local time

12:00pm

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

13 January 2025

#### **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-Lancaster:-School-cleaning-services./7NHEFE2GA7>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/7NHEFE2GA7>

GO Reference: GO-20241014-PRO-28077177

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

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

Lancaster Royal Grammar School

Lancaster Royal Grammar School, East Road

Lancaster

LA1 3EF

Country

United Kingdom