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Tender

The Tiffin Girls' School - Cleaning Tender

The Tiffin Girls' School

F02: Contract notice

Notice identifier: 2022/S 000-033355

Procurement identifier (OCID): ocids-h6vhtk-038805

Published 24 November 2022, 12:05pm

Section I: Contracting authority

I.1) Name and addresses

The Tiffin Girls' School

Richmond Road, Kingston upon Thames

Surrey

KT2 5PL

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

Region code

UKJ2 - Surrey, East and West Sussex

Internet address(es)

Main address

<http://www.tiffingirls.kingston.sch.uk>

I.3) Communication

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

<https://litmustms.co.uk/respond/69359M58K2>

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

The Tiffin Girls' 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 The Tiffin Girls' School, Richmond Road, Kingston upon Thames, Surrey, KT2 5PL.

II.1.5) Estimated total value

Value excluding VAT: £423,507

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ2 - Surrey, East and West Sussex

Main site or place of performance

Surrey, East and West Sussex

II.2.4) Description of the procurement

The Tiffin Girls' School is a Selective Secondary Grammar School in Kingston upon Thames, South-West London. The school was founded in 1880 and continues to provide an education where students can live up to the School's motto sapere aude – dare to be wise. In October 2021, The Tiffin Girls' School achieved 'Outstanding' following an Ofsted inspection.

The tender project is seeking to appoint a Cleaning Contractor to provide and sustain high level state of core cleaning of the facilities for the 1235 students on roll and 127 teaching and support staff during term time. The school has a large number of hirers of the facilities so additional cleaning during holiday periods for lettings and events will be required in addition to the cleaning contract.

As an Academy, we can set our own term dates, but we tend to be open to receive students for approximately 190 days, but this varies year to year.

The contract offered covers the scope for the provision of all cleaning services within the School, which currently includes, academic classrooms, meeting spaces, including halls, science rooms, in recent years it has seen the addition of new buildings Rivermead built 2019 providing new drama and D&T facilities and spectacular new Sports Centre completed September 2022. Total square metre is approximately 11,153m². Site plans

attached.

The contract being tendered is for three years in duration from April 2023 to March 2026 and will operate as a Fixed Priced Contract, with the successful Contractor offering the School a guaranteed return / cost per annum for the provision of cleaning services. Whilst the School prioritises value for money as a key objective of the Competitive Tender Process, the Governing body is not obliged to accept the lowest price.

The annual value of the current contract is: -

£141,169

The Tiffin Girls' School expects the successful contractor to enable the continued development of cleaning services and to evidence, through their bid, how they shall support and complement its values and support the principles of the school, including the safeguarding of the students.

As a school we are continually seeking ways to improve and develop the ethos and environment for all students and staff to provide them with the facilities they deserve.

See SQ Document for further 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: £423,507

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

Start date

1 April 2023

End date

31 March 2026

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

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

28 December 2022

Local time

12:00pm

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

16 January 2023

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

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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-Surrey:-School-cleaning-services./69359M58K2>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/69359M58K2>

GO Reference: GO-20221124-PRO-21554317

VI.4) Procedures for review

VI.4.1) Review body

The Tiffin Girls' School

Surrey

Country

United Kingdom