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Tender

Cleaning Services Contract - Southbury Primary School

Southbury Primary School C/o SSC Partnership Limited

F02: Contract notice

Notice identifier: 2024/S 000-033774

Procurement identifier (OCID): ocds-h6vhtk-04adc4

Published 18 October 2024, 2:13pm

Section I: Contracting authority

I.1) Name and addresses

Southbury Primary School C/o SSC Partnership Limited

12 Nelson Street

Southend on sea

SS1 1EF

Email

procurement@sscpartnership.co.uk

Telephone

+44 1702333880

Country

United Kingdom

NUTS code

UKH31 - Southend-on-Sea

Internet address(es)

Main address

<https://in-tendhost.co.uk/sscpartnership>

Buyer's address

<https://in-tendhost.co.uk/sscpartnership>

I.3) Communication

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

<https://in-tendhost.co.uk/sscpartnership>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/sscpartnership>

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

Cleaning Services Contract - Southbury Primary School

Reference number

SSC SBPS CLN 04_25

II.1.2) Main CPV code

- 90919300 - School cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

SSC Partnership an Agent on behalf of Southbury Primary School are currently out to tender for the provision of cleaning services. Suppliers that would like to take part in this tender process are invited to Express Interest upon which they will be given access to the full tender documentation delivery through this e-tendering system. When the tender documents have been made available involved suppliers will receive notification via email and the tender documents can be accessed from the My Tenders area of this website and selecting the View Details button of this project. The deadline for submissions of the tender will be 19th November 2024. A supplier site visit will take place on Wednesday 30th October at 8am. Please allow sufficient time to make your return as late returns will not be permitted. Any questions relating to this tender should be made via correspondence on the website and can be addressed to the main contact as shown in the details above.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90919300 - School cleaning services

- 90919000 - Office, school and office equipment cleaning services

II.2.3) Place of performance

NUTS codes

- UKI54 - Enfield

Main site or place of performance

Southbury Primary School, Swansea Road, Enfield EN3 4JL.

II.2.4) Description of the procurement

The contract will be for the provision of outsourced cleaning services to the Client Southbury Primary School, Swansea Road, Enfield EN3 4JL, including daily cleaning, and out of term deep cleaning, for spaces including but not limited to teaching, office, circulation, and communal spaces. The Company must provide effective management and operational level communication regarding the cleaning service with the Client. In addition, the provider will also be responsible for all legal, and health and safety requirements in delivering the services. The Tenderer shall prepare and submit its tender considering the entire tender package. The requirements for a valid submission of tenders are outlined in the tender documentation including the scope of works and specification of service. Tender submissions should clearly demonstrate: A thorough understanding of the Scope of Work Ability to deliver the services required in line with all TUPE information, and have a flexible approach Technical expertise and relevant experience Best value for money Suitability for the undertaking of the work. Procedures and practices which will be utilised to ensure quality and compliance with the specification. Arrangements will be made for Tenderers to visit the School and view the current facilities to obtain a better understanding of the layout and any other relevant information to help in putting together tender bids. The site visit is planned to take place on Wednesday 30th October at 8am. Tenderers should limit their attendance to two representatives. Tenderers will not be able to take photographs during site visits without the consent of the Client. Please register for the site visit through the correspondence functionality on the tendering portal (<https://in-tendhost.co.uk/sscpartnership>), including the name and roles of the representatives who will be attending by no later than 12 noon, 29th October 2024. Tenders will be evaluated using a method known as MEAT (most economically advantageous tender). There will be mandatory and desirable requirements. Mandatory requirements are stipulations which must be present, or the tender will be eliminated from the evaluation. Desirable characteristics are elements of the tender which are to be scored by the Client. Tenders and all associated documents must be submitted electronically via the e tendering portal: <https://in-tendhost.co.uk/sscpartnership>. Tenderers that are not registered will need to complete the supplier's application. If there are any issues with the access or submission of documents Tenderers can contact the In-Tend Support team at support@in-tend.co.uk or on 0845 557 8079 / +44 (0) 114 407 0065.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 April 2025

End date

31 March 2028

This contract is subject to renewal

Yes

Description of renewals

The Tenderer shall be prepared to commence the service on 1st April 2025. The duration of the contract will initially be for a period of 36 Months (3 Years) followed by an optional extension of 24 Months (2 Years).

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 III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Full details are stated within the tender documentation.

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The contract performance will be assessed using Key Performance Indicators which are stated within the tender documents and draft contract.

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

19 November 2024

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: 19 May 2025

IV.2.7) Conditions for opening of tenders

Date

19 November 2024

Local time

12:01pm

Place

Formal opening ceremony. 12 Nelson Street, Southend-on-sea SS1 1EF.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

A request in writing can be issued directly to SSC by email to procurement@sscpartnership.co.uk . A response will be provided within 15 working days.