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Tender

T2453 - Provision of Toilet Hygiene Services and mats

Belfast City Council

F02: Contract notice

Notice identifier: 2023/S 000-033862

Procurement identifier (OCID): ocds-h6vhtk-041a42

Published 16 November 2023, 8:53am

Section I: Contracting authority

I.1) Name and addresses

Belfast City Council

9 - 21 Adelaide Street

Belfast

BT2 8DJ

Email

cps@BelfastCity.gov.uk

Country

United Kingdom

Region code

UKN06 - Belfast

Internet address(es)

Main address

www.belfastcity.gov.uk

I.3) Communication

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

<https://e-sourcingni.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://e-sourcingni.bravosolution.co.uk>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

T2453 - Provision of Toilet Hygiene Services and mats

Reference number

T2453

II.1.2) Main CPV code

- 90900000 - Cleaning and sanitation services

II.1.3) Type of contract

Services

II.1.4) Short description

Tender for the provision of toilet hygiene services and mats for the purpose of providing a rental, installation, cleaning and replacement service for sanitary bins, nappy bins and various sized mats. Along with the provision and installation of air fresheners, auto roll towels, sanitary vending machines, toilet seat sanitisers, and urinal waste-water management system, tea towels. A single bidder will be appointed.

II.1.5) Estimated total value

Value excluding VAT: £450,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKN06 - Belfast

II.2.4) Description of the procurement

This Contract is for the provision of toilet hygiene services and mats.

There are approximately 71 areas to be serviced spread across Belfast City Council properties. Each area will require a variety of the hygiene products, servicing and mats. Each area will specify with the supplier how often their area needs provisions and servicing, and suppliers should be able to offer a weekly, fortnightly or monthly service.

Details of current service requirements can be found in the tender documents.

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: £450,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The contract shall be for four years with the option to renew for a further year.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Additional information can be found at section VI.3

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

Additional information can be found at section VI.3

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

18 December 2023

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

18 December 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The Council reserves the right to add the following additional requirements to the Service under this Contract

during the Contract Period: -

- Other similar services in the event of non or poor performance by another service provider.
- Additional Premises not listed in the Contract. This may be in response to new Premises being identified and/or changes in how the Council's in house operations are resourced and delivered. Where the Council identifies an additional Premises to be added the Contractor will be expected to price based on similar Premises/ tasks priced in the Pricing Schedule.
- Additional services maybe required that are not currently listed but may be identified over the duration of the contract.
- In line with the Council's Period poverty policy the Council may wish to put in place a system where the supplier will provide period products via a vending machine or in packs to the Council for free distribution to people using the bathroom facilities.
- The collection and disposal of used needles or drug paraphernalia or other similar contaminants found in various council buildings, public toilets, city center locations or as and where required.

Large scale projects or changes may be subject to price negotiation based on economies of scale. The Council reserves the right to explore/ use other procurement options in all circumstances where VFM is not

demonstrated.

Optional Services above are priced based using a quotation. Responses to a quotation request is required within 5 working days. This is measured from the time the initial request is made in writing by the Council to the quotation sent by the Contractor. All quotations should be via email and include a full breakdown of the service and associated

costs using appropriate rates from the Pricing Schedule, where possible. A quotation form/ template may be implemented during the Contract Period to improve consistency. This response time may be extended in agreement with the Council Representative should be the quotation be more complex than normal.

Use of Optional Services above should demonstrate value for money, may be subject to further Council internal approvals and be in accordance with the provisions of the Public Contracts Regulations.

The total value of the contract is to allow for options, and price increases across the contract period.

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

Belfast

Country

United Kingdom