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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](mailto:cps@BelfastCity.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKN06 - Belfast

#### **Internet address(es)**

Main address

[www.belfastcity.gov.uk](http://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

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## **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

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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

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

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## **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 contaminates 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