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Tender

St Paul's School for Girls ~ Cleaning Tender

St Paul's School for Girls

F02: Contract notice

Notice identifier: 2022/S 000-034273

Procurement identifier (OCID): ocds-h6vhtk-038a74

Published 2 December 2022, 7:05pm

Section I: Contracting authority

I.1) Name and addresses

St Paul's School for Girls

Vernon Road

Edgbaston

B16 9SL

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

Region code

UKG31 - Birmingham

Internet address(es)

Main address

<https://www.stpaulgl.bham.sch.uk/>

I.3) Communication

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

<https://litmustms.co.uk/delta/viewNotice.html?noticeId=741402229>

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

St Paul's School for Girls ~ 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 St Paul's School for Girls.

II.1.5) Estimated total value

Value excluding VAT: £375,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKG31 - Birmingham

Main site or place of performance

Birmingham

II.2.4) Description of the procurement

The contract will commence on 1 August 2023 for a period of three years.

This contract will be fixed price in nature with the successful Supplier also guaranteeing the number of input hours to the contract as well as the quality of cleaning provision. Whilst the monthly charge will represent one-twelfth of the contract cost, a reconciliation will take place monthly to reconcile the actual hours worked within the school contract. If the hours worked are less than those budgeted for a credit will be required by the school. This credit will be calculated by dividing the annual contract cost (fixed cost) by the number of annual input hours to arrive at a contractual cost per hour, this will then be multiplied by the number of hours due to arrive at the fiscal credit.

The schools require that the tendered number of hours are worked at all times and the successful contractor is expected to have a system in place to cover for both planned and unplanned leave.

The basis and rationale that the Client requires is for the successful contractor to operate to at all times at the budgeted hours and being able to provide a clean School that are fit for purpose and that the Contractor is proactive in the management of the contract, thus ensuring that all output specifications are achieved and that the required frequency of cleans is delivered.

The terms and conditions of employment and recognition offered to the cleaning operatives should be both progressive and forward thinking ensuring that the staffing establishment is complete at all times and staff turnover is kept to a minimum.

We are seeking a suitably experienced Supplier who has current experience of working within the secondary school or HE / FE marketplace, ideally with a strong operational base within the West Midlands, thus allowing for both adequate contract support and operational flexibility that is to be delivered to support the contract as and when needed moving forwards into this contract term.

The scope of the contract covers all cleaning requirements at the school's premises, including all holiday and periodic tasks.

The successful Supplier will be expected to deliver a concise and detailed method of management reporting at the end of each month, thus updating the St Paul's School for Girls senior management team on the contract performance.

The tender project is seeking to appoint a Contractor whose initiative and innovation will be welcomed for the provision of services. The high-quality service levels proposed, should maintain excellent standards throughout, resulting in a clean and pleasant environment for students, staff and visitors within the school consistently.

It should be noted that the successful contractor will be expected to bring to the contract: innovation; new equipment; and cleaning methods, with BIC'S standards being achieved, as a minimum, thus ensuring that the highest levels of cleanliness are maintained in all areas at all times and also ensuring that the productivity of the cleaning operatives is enhanced moving forward into the new contract term.

The successful contractor will be expected to put forwards both innovation and their proposals for making this contract more environmentally sensitive and carbon neutral moving into this contract term both by way of contract delivery, and also within the successful contractor's organisation.

The projected annual cost of cleaning is approximately £125,000.00 per annum.

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: £375,000

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

Start date

1 August 2023

End date

31 July 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

20 January 2023

Local time

12:00pm

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.

To view this notice, please click here:

<https://litmustms.co.uk/delta/viewNotice.html?noticeId=741402229>

GO Reference: GO-2022122-PRO-21636426

VI.4) Procedures for review

VI.4.1) Review body

St Paul's School for Girls

Vernon Road

Edgbaston

B16 9SL

Country

United Kingdom