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Tender

Sir Robert Pattinson Academy ~ Cleaning Tender V2

Sir Robert Pattinson Academy

F02: Contract notice

Notice identifier: 2023/S 000-034411

Procurement identifier (OCID): ocds-h6vhtk-041ba2

Published 21 November 2023, 2:05pm

Section I: Contracting authority

I.1) Name and addresses

Sir Robert Pattinson Academy

Moor Lane, North Hykeham, Lincoln

Lincolnshire

LN6 9AF

Email

tenders@litmuspartnership.co.uk

Telephone

+44 1276673880

Country

United Kingdom

Region code

UKF3 - Lincolnshire

Internet address(es)

Main address

<https://srpa.co.uk/>

I.3) Communication

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

<https://litmustms.co.uk/respond/PDEH42V276>

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

Sir Robert Pattinson Academy ~ Cleaning Tender V2

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 Sir Robert Pattinson Academy.

II.1.5) Estimated total value

Value excluding VAT: £825,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKF3 - Lincolnshire

Main site or place of performance

Lincolnshire

II.2.4) Description of the procurement

The successful Supplier will be required to provide cleaning services for Sir Robert Pattinson Academy.

Sir Robert Pattinson Academy is an 11 – 18 comprehensive school where students are valued, happy, challenged and strive to achieve their best. The Academy provides rich learning experiences both in and outside of the classroom resulting in a great education.

Our school is very special for many reasons. We have fantastic staff, who inspire and support students to succeed, and our ethos provides a calm and caring learning environment which you can feel as you walk around the Academy. We place strong emphasis on community values and believe every student is an individual. We believe it is crucial to celebrate everyone's successes and varied talents. The Academy pupil roll is expected to increase during the term of this contract.

The contract will commence on 1 August 2024 for an initial period of three years, ending on 31 July 2027, with the opportunity to extend for a further period of two years at the discretion of the governing body.

This contract will be fixed price in nature with the successful Supplier guaranteeing both the number of input hours to the contract and the quality of cleaning provision.

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

The scope of the contract covers all cleaning provision within the school buildings. 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 school senior management team on the contract performance.

Any variations to the contract that are requested by the Client should be invoiced at the agreed rate and should be calculated on an hourly rate per employee needed to carry out the variation to the satisfaction of the contract supervising officer. The Client's requirement shall be for 190 academic days, 0 inset days and 20 days periodic cleaning per annum. The Academy has a number of daytime staff who undertake reactive cleaning, lunch supervision and litter picking duties and they shall be used to undertake cleaning on inset days.

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 contract. If the hours worked are less than those budgeted for a credit will be required by the Client. The Client requires that the tendered number of hours are always worked, and the successful Supplier is expected to have a system in place to cover for both planned and unplanned leave.

The Supplier shall provide a comprehensive cleaning service to the Client to promote a clean, healthy, and safe environment which presents a positive image to all users and visitors.

See SQ Document for more 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: £825,000

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

Start date

1 August 2024

End date

31 July 2029

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

5 January 2024

Local time

12:00pm

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

12 February 2024

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.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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-Lincolnshire:-School-cleaning-services./PDEH42V276>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/PDEH42V276>

GO Reference: GO-20231121-PRO-24532337

VI.4) Procedures for review

VI.4.1) Review body

Sir Robert Pattinson Academy

Moor Lane, North Hykeham, Lincoln

Lincolnshire

LN6 9AF

Country

United Kingdom