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Tender

Cleaning Service Contract - The Latymer School

The Latymer School C/o SSC Partnership Limited

F02: Contract notice

Notice identifier: 2023/S 000-034768

Procurement identifier (OCID): ocds-h6vhtk-041c84

Published 24 November 2023, 10:25am

Section I: Contracting authority

I.1) Name and addresses

The Latymer School C/o SSC Partnership Limited

12 Nelson Street

Southend-On-Sea

SS1 1EF

Email

info@sscpartnership.co.uk

Telephone

+44 1702338880

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 Service Contract - The Latymer School

Reference number

SSC LHS CLN 04_24

II.1.2) Main CPV code

- 90919300 - School cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

SSC Partnership on behalf of The Latymer 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. Contractor Site visit will take place on Tuesday 12th December 2023. The deadline for submissions of the tender will be 29th December 2023. 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

- 90910000 - Cleaning services

II.2.3) Place of performance

NUTS codes

- UKI54 - Enfield

Main site or place of performance

Haselbury Road, London N9 9TN

II.2.4) Description of the procurement

The contract will be for the provision of outsourced cleaning services to the Client The Latymer School, including daily cleaning, and out of term deep cleaning, for spaces including but not limited to teaching, office, circulation, and communal spaces. It is anticipated that the contract will commence on 1st April 2024 for an initial term of 3 years. Arrangements will be made for Tenderers to visit The Latymer 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 Tuesday 12th December 2023. Further details are available in the ITT documentation. The Client has historically provided and managed the cleaning service in-house. 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. Cleaning is also required during weekend periods for lettings. Shift patterns can change depending on the lettings on site, but access is available between 08:00 – 16:00, and no supervision is required during this time. The Client currently operates a split cleaning shift (morning and afternoon). The Client has advised that there is some flexibility with the start and finish times, but this would need to be agreed between parties prior to contract commencement. Further information of the services required are included Part 2 Specification. 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. Full details of the evaluation and tender process are included within the tender documentation.

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 2024

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

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 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

29 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

Tender must be valid until: 29 June 2024

IV.2.7) Conditions for opening of tenders

Date

29 December 2023

Local time

12:01pm

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