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Tender

## House Cleans

The City of Edinburgh Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2022/S 000-035582

Procurement identifier (OCID): ocds-h6vhtk-0391b3

Published 16 December 2022, 8:42am

### Section I: Contracting authority

#### I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

#### Email

[grace.collins@edinburgh.gov.uk](mailto:grace.collins@edinburgh.gov.uk)

#### Country

United Kingdom

#### NUTS code

UKM75 - Edinburgh, City of

#### Internet address(es)

Main address

<http://www.edinburgh.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00290](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290)

### **I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

### **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**

House Cleans

Reference number

CT1202

#### **II.1.2) Main CPV code**

- 90910000 - Cleaning services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Edinburgh Health and Social Care Partnership (EHSCP) are looking to put a contract in place for a person-centred Critical House Cleans

service. The City of Edinburgh Council are aiming for this service to enable vulnerable people to remain in or return (from hospital) to their

home and to an environment that is fit to occupy. This contract will facilitate the deep cleaning, decluttering, and removal of waste from

identified room(s) within a house/domestic property, making it safe, sanitary and habitable for the adult tenant/house owner. This is not an

empty house clearance service.

This contract will ensure the Council has a dedicated provider that can carry out the required work for the demand throughout the lifetime

of the contract and provide a service which covers the whole of the city area. The service outcomes will contribute to a positive

improvement in the health and wellbeing for people who use the service, enabling them to return to a clean and safe environment and

remain in their homes. Positive improvements will be achieved in the living environment for people who use the service and a resulting

improvement in motivation, where appropriate, to maintain their own home. The Service outcomes shall promote the individuality, dignity,

privacy, choice, safety, confidence and independence of people who use the service. This requirement supports the Council's Wellbeing,

Commitment 8. People can access the support they need in the place they live and work and Commitment 9. Improved safety and wellbeing

for vulnerable citizens.

### **II.1.5) Estimated total value**

Value excluding VAT: £910,000

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 90910000 - Cleaning services
- 90900000 - Cleaning and sanitation services
- 85000000 - Health and social work services
- 98000000 - Other community, social and personal services
- 90911100 - Accommodation cleaning services
- 98513310 - Home-help services
- 98514000 - Domestic services

### **II.2.3) Place of performance**

NUTS codes

- UKM75 - Edinburgh, City of

### **II.2.4) Description of the procurement**

The service will deliver and clearance and clean service which shall enable vulnerable people to remain in or return (from hospital/acute

site) to their home and to an environment that is fit to occupy i.e. hygienic, functional and safe. The commissioned house clean shall be

professional, non-judgemental and carried out with a 'person-centred' approach, ensuring the home and property is restored to a sanitary

and liveable condition.

These services will be developed with the needs and outcomes of Edinburgh Citizen's being a priority. Throughout the life of the contract, if evidence suggests there is a need to do so, the Council may modify the contract as required due to change in client groups, change in funding, change in delivery focus or as may be required to respond to necessary changes such as the introduction of a National Care Service . Development over the life of the contract will be in line with the Ethical Commissioning Principles and with consultation of the contracted providers and service users.

It is expected there will be up to 165 critical cleans required to be undertaken per annum. These cleans will be apportioned monthly with an

average of 13 critical cleans required to be undertaken per month. This monthly average volume may vary depending on specific

requirements.

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.4) Objective rules and criteria for participation**

List and brief description of rules and criteria

Economic operators may be excluded if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland)

Regulations 2015

#### **4B ECONOMIC AND FINANCIAL STANDING:**

Yearly turnover - minimum of 260,000GBP

Financial Ratios - minimum current ratio of 1.1

Employer's liability insurance, limit of indemnity of not less than 5,000,000GBP

Public liability insurance, limit of indemnity of not less than 5,000,000GBP

#### **QUALITY ASSURANCE SCHEMES & ENVIRONMENTAL MANAGEMENT:**

It is a mandatory requirement that Tendering Organisations with more than 5 employees have in place a Health & Safety Policy which is

approved at a senior level within the Organisation and is reviewed regularly. Bidders should confirm that this condition has been met

within the response to this question. Where a Bidder does not have a Health & Safety Policy and is required to do so, the Council may

exclude the Bidder from the competition.

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Form of procedure**

Restricted procedure

#### **IV.1.10) Identification of the national rules applicable to the procedure**

Information about national procedures is available at: <https://www.gov.scot/policies/public-sector-procurement/>

#### **IV.1.11) Main features of the award procedure**

To be confirmed - this is the first stage only in a restricted procedure.

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

16 January 2023

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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## **Section VI. Complementary information**

### **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**

All additional information is contained within the documents supplied. Please use the Q&A facility if you are unsure with any of the requirements.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 23068. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Are contained within the tender documents.

(SC Ref:717086)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Sheriff Court

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Appeals Procedure - A tenderer that suffers loss as a result of a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or the Court of Session. The City of Edinburgh Council (the Council) will have a minimum standstill period of 10 days before awarding the contract. The communication of the award decision notice will be sent by fax or e-mail to all tenderers with the standstill period commencing on the next working day. If proceedings are started in the Sheriff Court or the Court of Session against the Council in respect of the decision to award the contract within the standstill period then the Council is prevented from awarding the contract. Post contract award the Sheriff Court or the Court of Session may (1) award damages provided proceedings are brought within 3 months from the date when the grounds for the bringing of the proceedings first arose (2) be entitled to issue an ineffectiveness order or impose a financial penalty on the Council. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the FTS or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.