

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/036065-2023>

Tender

## **Cleaning Services at the Civic Centre for Wychavon District Council**

Wychavon District Council

F02: Contract notice

Notice identifier: 2023/S 000-036065

Procurement identifier (OCID): ocds-h6vhtk-04225f

Published 7 December 2023, 11:35am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Wychavon District Council

Civic Centre, Queen Elizabeth Drive

Pershore

WR10 1PT

#### **Email**

[procurement@wychavon.gov.uk](mailto:procurement@wychavon.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKG12 - Worcestershire

## **Internet address(es)**

Main address

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

Buyer's address

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

## **I.3) Communication**

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

<https://procontract.due-north.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com>

## **I.4) Type of the contracting authority**

Regional or local authority

## **I.5) Main activity**

General public services

---

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Cleaning Services at the Civic Centre for Wychavon District Council

Reference number

DN701499

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

- 98000000 - Other community, social and personal services

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

Services

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

Wychavon District Council is inviting tenders for cleaning services at the Civic Centre, Queen Elizabeth Drive, Pershore. WR10 1PT

The Contractor is to provide a service to ensure that the Council's Civic Centre is kept clean and hygienic.

The Contractor will provide the Civic Centre with a cleaning service between the hours of 6.00pm and 8.00pm Monday to Friday excluding the Civic Suite. The Civic Suite to be cleaned between 7.00am and 9.00am each day Monday to Friday.

The Contractor will supply all equipment and consumables at its own expense.

Please see separate documents attached on the portal for more information.

The Council is using the e-procurement portal known as the Proactis Pro-Contract portal <https://procontract.due-north.com> to conduct this procurement exercise.

To gain access to the procurement documents, bidders will need to register their company details at the above website. Once registered, bidders will be emailed a log-in and password, allowing them to gain access to the procurement documents. Bidders will need to search for the invitation under Wychavon District Council and then electronically submit an expression of interest and follow the online instructions to view the procurement documents.

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

Value excluding VAT: £350,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 90900000 - Cleaning and sanitation services

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

NUTS codes

- UKG12 - Worcestershire

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

Wychavon District Council is inviting tenders for cleaning services at the Civic Centre, Queen Elizabeth Drive, Pershore. WR10 1PT

The Contractor is to provide a service to ensure that the Council's Civic Centre is kept clean and hygienic.

The Contractor will provide the Civic Centre with a cleaning service between the hours of 6.00pm and 8.00pm Monday to Friday excluding the Civic Suite. The Civic Suite to be cleaned between 7.00am and 9.00am each day Monday to Friday.

The Contractor will supply all equipment and consumables at its own expense.

Please see separate documents attached on the portal for more information.

The Council is using the e-procurement portal known as the Proactis Pro-Contract portal <https://procontract.due-north.com> to conduct this procurement exercise.

To gain access to the procurement documents, bidders will need to register their company details at the above website. Once registered, bidders will be emailed a log-in and password, allowing them to gain access to the procurement documents. Bidders will need to search for the invitation under Wychavon District Council and then electronically submit an expression of interest and follow the online instructions to view the procurement 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: £500,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract will run for 3 years with an option to extend for a further 2 years.

### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 5

### **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**

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**

31 January 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.4) Procedures for review**

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

The High Court

Royal Courts of Justice, The Strand

London

WC24 2LL

Country

United Kingdom