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Tender

## **Stairwell Cleaning Contract**

Highland Residential (Inverness) Limited

F02: Contract notice

Notice identifier: 2024/S 000-038101

Procurement identifier (OCID): ocds-h6vhtk-04bea6

Published 26 November 2024, 8:46am

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

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

Highland Residential (Inverness) Limited

98 – 100 High Street

Invergordon

IV18 0DL

#### **Email**

[alex.ramsden@highlandresidential.co.uk](mailto:alex.ramsden@highlandresidential.co.uk)

#### **Telephone**

+44 1349855784

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://www.highlandresidential.co.uk/0/home/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA30339](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30339)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Other type

Housing Factor

**I.5) Main activity**

Housing and community amenities

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## **Section II: Object**

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

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

Stairwell Cleaning Contract

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

- 90911000 - Accommodation, building and window cleaning services

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

Services

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

Highland Residential is a wholly owned subsidiary of Albryn Housing Society Ltd. Highland Residential is seeking to procure the services of a suitably qualified and experienced contractor for the provision of fortnightly stairwell cleaning including internal cleaning of windows. Having clean and tidy stairwells positively impacts on our tenants' experience and their overall satisfaction with where they live. It's important that the work is carried out to a consistently high standard, with each site left well-maintained and clean and tidy. There are currently 152 blocks split over 61 developments in the Highlands.

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

Value excluding VAT: £400,000

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

This contract is divided into lots: No

### **II.2) Description**

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

- 90911000 - Accommodation, building and window cleaning services

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

NUTS codes

- UKM6 - Highlands and Islands

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

Highland Residential is a wholly owned subsidiary of Albyn Housing Society Ltd. Highland Residential is seeking to procure the services of a suitably qualified and experienced contractor for the provision of fortnightly stairwell cleaning including internal cleaning of windows. Having clean and tidy stairwells positively impacts on our tenants' experience and their overall satisfaction with where they live. It's important that the work is carried out to a consistently high standard, with each site left well-maintained and clean and tidy. There are currently 152 blocks split over 61 developments in the Highlands.

## **II.2.5) Award criteria**

Quality criterion - Name: Method Statement / Weighting: 15

Quality criterion - Name: Quality, Performance and Communications / Weighting: 15

Quality criterion - Name: Resources / Weighting: 20

Quality criterion - Name: Health & Safety / Weighting: 10

Quality criterion - Name: Community Benefits / Weighting: 10

Price - Weighting: 30

## **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

2 x 1 year extensions subject to satisfactory performance and price.

## **II.2.10) Information about variants**

Variants will be accepted: No

## **II.2.11) Information about options**

Options: Yes

#### Description of options

In addition to fortnightly cleans, there will be a one-off deep clean of each stairwell. There may also be additional relevant work allocated to the contractor.

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

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

#### **II.2.14) Additional information**

A mandatory site visit is required. Must be requested by email by 10/12/24

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

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

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Must have an externally-accredited Health & Safety accreditation

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Turnover

Financial Health

Minimum level(s) of standards possibly required

Minimum turnover of GBP150,000 per year in each of the last 3 years

Current assets/ current liabilities must be 1.0 or more

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Must be able to evidence relevant past experience

Minimum level(s) of standards possibly required

2 examples from last 5 years

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

The contract will have KPIs as per the procurement documents

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **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

9 January 2025

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**

Duration in months: 9 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

9 January 2025

Local time

12:00pm

Place

Inverness

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 5 years

### **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**

Please note that a site visit is mandatory. This must be requested by email by 10/12/24 at 12.00 midday.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=784079](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=784079).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

Community Benefits must be provided.



(SC Ref:784079)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=784079](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=784079)

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

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

Inverness Sherriff Court

Inverness

Country

United Kingdom