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Tender

Cleaning & Hygiene Services Tender

BELFAST HARBOUR COMMISSIONERS

F05: Contract notice – utilities

Notice identifier: 2024/S 000-040035

Procurement identifier (OCID): ocds-h6vhtk-04c765

Published 12 December 2024, 10:05am

Section I: Contracting entity

I.1) Name and addresses

BELFAST HARBOUR COMMISSIONERS

Harbour Office, Corporation Square

BELFAST

BT1 3AL

Email

h.smyth@belfast-harbour.co.uk

Country

United Kingdom

Region code

UKN06 - Belfast

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.belfast-harbour.co.uk/>

I.3) Communication

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

<https://www.belfast-harbour.co.uk/corporate/tenders>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.belfast-harbour.co.uk/corporate/tenders>

I.6) Main activity

Port-related activities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Cleaning & Hygiene Services Tender

II.1.2) Main CPV code

- 90919200 - Office cleaning services

II.1.3) Type of contract

Services

II.1.4) Short description

Belfast Harbour Commissioners (BHC) is conducting a competitive tender exercise for appointment of a service provider to provide cleaning & hygiene services for BHC within the Harbour Office along with six offsite buildings within Belfast Harbour Estate.

Tenders are sought from service providers who are able to meet the high standard of service delivery required and one which will particularly protect the integrity of the listed building and its contents. The Harbour Office is a listed building with many priceless artefacts, paintings and sculptures which must be cared for to the highest standard at all times.

It is currently anticipated that any contract entered into by BHC will be for an initial three (3) year period. BHC shall have the option, acting at its discretion, to extend on an annual basis thereafter on up to two subsequent occasions of twelve (12) months each time, up to a maximum total period of five (5) years.

II.1.5) Estimated total value

Value excluding VAT: £800,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 90911100 - Accommodation cleaning services

II.2.3) Place of performance

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Belfast Harbour Estate

II.2.4) Description of the procurement

Belfast Harbour Commissioners (BHC) is conducting a competitive tender exercise for appointment of a service provider to provide cleaning & hygiene services for BHC within the Harbour Office along with six offsite buildings within Belfast Harbour Estate.

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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: £800,000

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

Duration in months

60

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

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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

III.1.6) Deposits and guarantees required

BHC reserves the right to require bonds, deposits, guarantees or other forms of undertaking or security to ensure proper contractual performance.

III.1.8) Legal form to be taken by the group of economic operators to whom the contract is to be awarded

Subject to the status and involvement of the parties, BHC may require the parties to commit to joint and several liability in respect of the contract. Alternatively, BHC may require the lead operator to take total responsibility or a consortium to form a legal entity before entering into any contract.

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

24 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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

24 January 2025

Local time

12:01pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

BHC reserves the right at any time to:

- reject any or all responses and to cancel or withdraw from this tender process at any stage;
- award a contract without prior notice;

- change the basis, the procedures and timescales set out or referred to within the Invitation to Tender; or
- require a bidder to clarify any submissions in writing and/or to provide additional information.

Bidders who wish to participate in this procurement will be required to provide contact details before downloading the tender documents. Bidders who fail to provide their details to BHC or register in this manner will not receive any clarifications or updated information provided by BHC during the tender process. The costs of responding to this notice and participation in the process will be borne by each bidder. All discussions and correspondence will be deemed strictly subject to contract until a formal contract is entered into. The formal contract shall not be binding until it has been signed and dated by the duly authorised representatives of both parties.

VI.4) Procedures for review

VI.4.1) Review body

High Court of Justice in Northern Ireland

Royal Courts of Justice, Chichester Street

Belfast

BT1 3JF

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

BHC will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to all bidders. The standstill period provides time for unsuccessful bidders to challenge the award decision before the contract is entered into. The Utilities Contracts Regulations 2016 (as amended) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (Northern Ireland).