

## CONTRACT NOTICE

### Facilities Management Marketplace

Directive 2014/24/EU

## SECTION I: CONTRACTING AUTHORITY

### I.1) NAME AND ADDRESSES (PLEASE IDENTIFY ALL CONTRACTING AUTHORITIES RESPONSIBLE FOR THE PROCEDURE)

<b>Official name</b> The Minister for the Cabinet Office acting through Crown Commercial Service			<b>National registration number</b> _____
<b>Postal address</b> 9th Floor The Capital Old Hall Street			
<b>Town</b> Liverpool	<b>NUTS code</b> UK	<b>Postal code</b> L3 9PP	<b>Country</b> United Kingdom
<b>Contact person</b> _____			<b>Telephone</b> +44 3450103503
<b>Email</b> <a href="mailto:supplier@crowncommercial.gov.uk">supplier@crowncommercial.gov.uk</a>			<b>Fax</b> _____
<b>Internet address(es)</b> <b>Main address (URL)</b> <a href="http://www.gov.uk/ccs">www.gov.uk/ccs</a> <b>Address of the buyer profile (URL)</b> _____			

### I.2) JOINT PROCUREMENT

<b>The contract involves joint procurement</b> No
<b>The contract is awarded by a central purchasing body</b> No

### I.3) COMMUNICATION

<b>Procurement documents</b> The procurement documents are available for unrestricted and full direct access, free of charge, at: (URL)
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<http://ccs-agreements.cabinetoffice.gov.uk/procurement-pipeline>

**Additional Information can be obtained from**

As in above mentioned address

Electronically via: (URL)

<https://gpsesourcing.cabinetoffice.gov.uk>

**Tenders or requests to participate must be submitted**

As in above mentioned address

**I.4) TYPE OF THE CONTRACTING AUTHORITY**

**Contracting authority**

Ministry or any other National or Federal Authority, including their regional or local subdivisions

**I.5) MAIN ACTIVITY**

**Main Activity**

Other : Public Procurement

## SECTION II: OBJECT OF CONTRACT

### II.1) SCOPE OF THE PROCUREMENT

#### II.1.1) TITLE

**Title**

Facilities Management Marketplace

**Reference number**

RM 3830

#### II.1.2) MAIN CPV CODE

**Main CPV code****Main Vocabulary****Supplementary Vocabulary****Code****Description****Code****Description**

79993100

Facilities management services

#### II.1.3) TYPE OF CONTRACT

**Type of contract**

SERVICES

#### II.1.4) SHORT DESCRIPTION

Crown Commercial Service (CCS) is seeking to establish a multi Supplier Framework Contract for the provision of Facilities Management (FM) Services. This has been developed to improve the way in which the Public Sector and the Wider Public Sector purchase FM services. This will be the first framework to fall under the umbrella of the FM Marketplace. The FM Marketplace will be a number of FM contracts accessible by an online digital portal. The Framework will consist of 1 Lot split into 3 sub-Lots 1a-1c.

#### II.1.5) ESTIMATED TOTAL VALUE

**Value excluding VAT**

12,000,000,000.00 GBP

#### II.1.6) INFORMATION ABOUT LOTS

**Division into lots**

No

## II.2: DESCRIPTION

### II.2.2) ADDITIONAL CPV CODE(S)

Additional CPV code(s)			
Main Vocabulary		Supplementary Vocabulary	
Code	Description	Code	Description
90711100	Risk or hazard assessment other than for construction		
45000000	Construction work		
90922000	Pest-control services		
45100000	Site preparation work		
39000000	Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products		
50800000	Miscellaneous repair and maintenance services		
45232430	Water-treatment work		
50100000	Repair, maintenance and associated services of vehicles and related equipment		
90911300	Window-cleaning services		
50000000	Repair and maintenance services		
65500000	Meter reading service		
71500000	Construction-related services		
90916000	Cleaning services of telephone equipment		
77340000	Tree pruning and hedge trimming		
70332000	Non-residential property services		
55520000	Catering services		
80510000	Specialist training services		
50700000	Repair and maintenance services of building installations		
90914000	Car park cleaning services		
90640000	Gully cleaning and emptying services		
77310000	Planting and maintenance services of green areas		
55400000	Beverage-serving services		
90919000	Office, school and office equipment cleaning services		
55100000	Hotel services		
77330000	Floral-display services		
55500000	Canteen and catering services		
50610000	Repair and maintenance services of security equipment		
71300000	Engineering services		

**Additional CPV code(s)****Main Vocabulary**

<b>Code</b>	<b>Description</b>
79520000	Reprographic services
90511400	Paper collecting services
51000000	Installation services (except software)
98311100	Laundry-management services
98310000	Washing and dry-cleaning services
90911000	Accommodation, building and window cleaning services
98341110	Housekeeping services
72224000	Project management consultancy services
71600000	Technical testing, analysis and consultancy services
79800000	Printing and related services
79342300	Customer services
70333000	Housing services
45400000	Building completion work
77320000	Sports fields maintenance services
90900000	Cleaning and sanitation services
90630000	Ice-clearing services
60120000	Taxi services
79510000	Telephone-answering services
98320000	Hairdressing and beauty treatment services
72510000	Computer-related management services
48420000	Facilities management software package and software package suite
45300000	Building installation work
90690000	Graffiti removal services
90919200	Office cleaning services
90910000	Cleaning services
34990000	Control, safety, signalling and light equipment
72225000	System quality assurance assessment and review services
55524000	School catering services
90919100	Cleaning services of office equipment
90700000	Environmental services
98393000	Tailoring services
71356000	Technical services
79920000	Packaging and related services

**Supplementary Vocabulary**

<b>Code</b>	<b>Description</b>
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**Additional CPV code(s)**

<b>Main Vocabulary</b>		<b>Supplementary Vocabulary</b>	
<b>Code</b>	<b>Description</b>	<b>Code</b>	<b>Description</b>
50200000	Repair, maintenance and associated services related to aircraft, railways, roads and marine equipment		
79900000	Miscellaneous business and business-related services		
79500000	Office-support services		
79710000	Security services		
90918000	Bin-cleaning services		
45200000	Works for complete or part construction and civil engineering work		
79930000	Specialty design services		
90524000	Medical waste services		
90524400	Collection, transport and disposal of hospital waste		
55300000	Restaurant and food-serving services		
90500000	Refuse and waste related services		
98341140	Caretaker services		
30192000	Office supplies		
50300000	Repair, maintenance and associated services related to personal computers, office equipment, telecommunications and audio-visual equipment		
90460000	Cesspool or septic tank emptying services		
90919300	School cleaning services		
75100000	Administration services		
77200000	Forestry services		
64100000	Post and courier services		
85312110	Child daycare services		
77300000	Horticultural services		
90620000	Snow-clearing services		
98351000	Car park management services		
98311000	Laundry-collection services		
98110000	Services furnished by business, professional and specialist organisations		
98341130	Janitorial services		

**II.2.3) PLACE OF PERFORMANCE****NUTS code and name**

UK - UNITED KINGDOM

**Main site or place of performance**

Primarily in the UK (including Northern Ireland, Scotland and Wales) but with some requirements overseas.

#### II.2.4) DESCRIPTION OF THE PROCUREMENT

##### Description

This Framework is to replace the current FM Services framework RM1056, which is due to expire in July 2019. CCS have worked closely with potential buyers, suppliers and industry bodies to create a straightforward, transparent route to market which will offer more opportunities for FM Organisations large and small, and increase the commercial benefits. CCS have removed the need for you to demonstrate UK wide coverage, breaking down the United Kingdom into geographical boundaries. The requirement is for all suppliers to be able to provide all of the mandatory Services. Your capability to deliver non-mandatory Services will not be tested at framework level. An entirely new set of simplified terms and conditions have been written in plain English for this procurement.

#### II.2.5) AWARD CRITERIA

##### Criteria below

##### Quality criterion

##### Criterion

##### Weighting

1

##### Price

Weighting - 50

#### II.2.6) ESTIMATED VALUE

##### Value excluding VAT

12,000,000,000.00 GBP

#### II.2.7) DURATION OF THE CONTRACT, FRAMEWORK AGREEMENT OR DYNAMIC PURCHASING SYSTEM

##### Duration

24 MONTH

##### This contract is subject to renewal

Yes

##### Description of renewals

There is an option for CCS to extend for a further 2 x 1 year (12 months) however individual Call Offs can extend beyond the life of the Framework with an initial length of up to 7 years, and a maximum duration (including extensions) of 10 years.

#### II.2.9) INFORMATION ABOUT THE LIMITS ON THE NUMBER OF CANDIDATES TO BE INVITED

##### Objective criteria for choosing the limited number of candidates

II.2.10) INFORMATION ABOUT VARIANTS

**Variants will be accepted**

No

II.2.11) INFORMATION ABOUT OPTIONS

**Options**

No

II.2.12) INFORMATION ABOUT ELECTRONIC CATALOGUES

**Tenders must be presented in the form of electronic catalogues or include an electronic catalogue**

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

II.2.14) ADDITIONAL INFORMATION

We do not consider that the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) to be an issue in respect of this procurement at framework level, as the services are not provided at this level. However TUPE may apply at Call Off. It is your responsibility to take your own advice and consider whether TUPE is likely to apply and to act accordingly.



## SECTION III: LEGAL, ECONOMIC, FINANCIAL & 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**

Potential Providers will be assessed in accordance with Section 5 of the 2015 Public Contract Regulations (implementing the Directive) on the basis of information provided in response to an Invitation to Tender (ITT). This procurement will be managed electronically via the Crown Commercial Services e-Sourcing Suite. To participate in this procurement, participants must first be registered on the e-Sourcing Suite. If you have not yet registered on the eSourcing Suite, this can be done online at <https://gpsesourcing.cabinetoffice.gov.uk> by following the link titled Register for CCS eSourcing. Please note that, to register, you must have a valid DUNS number (as provided by Dun and Bradstreet) for the organisation which you are registering, who will be entering into a contract if invited to do so. Full instructions for registration and use of the system can be found at <https://www.gov.uk/government/publications/esourcing-tool-guidance-for-suppliers> Once you have registered on the eSourcing Suite, a registered user can express an interest for a specific procurement. This is done by emailing [ExpressionOfInterest@crowncommercial.gov.uk](mailto:ExpressionOfInterest@crowncommercial.gov.uk) Your email must clearly state: the name and reference for the procurement you wish to register for; the name of the registered supplier; and the name and contact details for the registered individual sending the email. Crown Commercial Service will process the email and then enable the supplier to access the procurement online via the e-Sourcing Suite. The registered user will receive a notification email to alert them once this has been done. As a user of the e-Sourcing Suite you will have access to the Emptoris messaging service which facilitates all messages sent to you and from you in relation to any specific RFX event. Please note it is your responsibility to access these messages on a regular basis to ensure you have sight of all relevant information. For technical assistance on use of the e-Sourcing Suite please contact Crown Commercial Service Support Desk email: [eEnablement@crowncommercial.gov.uk](mailto:eEnablement@crowncommercial.gov.uk) Responses must be published by the date in IV.2.7

#### III.1.2) ECONOMIC AND FINANCIAL STANDING

##### **Selection criteria as stated in the procurement documents**

No

##### **List and brief description of selection criteria**

Information and formalities necessary for evaluating if the requirements are met: Potential Providers will be assessed in accordance with the Invitation to Tender (ITT). Crown Commercial Service may take into account the following information; a) a copy of your audited accounts for the most recent two (2) years b) a statement of your turnover, profit and loss account/income statement cash, balance sheet/statement of financial position and statement of cash flow for the most recent year of trading; c) a statement of your cash flow forecast for the current year and a bank letter outlining the current cash and credit position; and/or an alternative means of demonstrating financial status. Minimum level(s) of standards possibly required: As stated in the Invitation to Tender (ITT).

##### **Minimum level(s) of Standards possibly required (if applicable):**

Your financial risk will be evaluated. We will use a credit reference agency to get a financial risk score for you and any members of your consortium or any nominated guarantor(s). If the financial risk score for sub-lot 1a is 40 or more, sub-lot 1b is 55 or more, sub-lot 1c is 75 or more. or there is an equivalent international score, you will receive a pass to Stage 2. If the score is less than 40 for sub-lot 1a 55 for sub-

lot 1b 75 for sub-lot 1c or no financial risk score is available then we will ask for copy of audited accounts for the two most recent years.

### III.1.3) TECHNICAL AND PROFESSIONAL ABILITY

#### **Selection criteria as stated in the procurement documents**

No

#### **List and brief description of selection criteria**

Information and formalities necessary for evaluating if the requirements are met: Potential Providers will be assessed in accordance with Section 5 of the Public Contract Regulations 2015 implementing the Directive, on the basis of information provided in response to an ITT. The Authority may take into account the following information: Lot 1a One (1) suitable contract example demonstrating delivery of 3 of the mandatory Service requirements. Lot 1b Two (2) suitable contract examples demonstrating delivery of 5 of the mandatory Service requirements. Lot 1c Three (3) suitable contract examples demonstrating delivery of 7 of the mandatory Service requirements. The contract examples for sub-lots 1a to 1c can be from the public or private sector and must describe comparable contract examples where similar requirements to those sought under this procurement have been performed and how its performance demonstrates the technical and professional requirements. Contract examples must have been performed during the 3 years prior to publication of the OJEU Contract Notice. Customer contacts must be warned they may be contacted by Crown Commercial Service to verify the accuracy of the information provided at any time. Cyber Essentials is mandatory for Central Government Contracts which involve handling personal information and providing certain ICT products and services. The Government is taking steps to further reduce the levels of cyber security risk in its supply chain through the Cyber Essentials scheme. The scheme defines a set of controls which, when properly implemented, will provide organisations with basic protection from the most prevalent forms of threat coming from the internet. There are two (2) levels of certification: Cyber Essentials and Cyber Essentials Plus. To participate in this Procurement, Potential Providers must be able to demonstrate that they comply with the technical requirements prescribed by Cyber Essentials for sub-lot 1a and 1b. For sub-lot 1c Potential Providers must be able to demonstrate that they comply with the technical requirements prescribed by Cyber Essentials Plus. Also, for sub Lot 1a, 1b and 1c, suppliers shall, prior to any IT system or IT service related to the Services becoming operational, commission CHECK compliant Penetration Testing with an approved National Cyber Security Centre provider, and, as a condition for the award of this Framework contract, confirm that you will provide us with evidence of this upon request. Suppliers may be awarded a place on the Framework Agreement but shall not enter into any Call Off Contract with Contracting Authorities until they are able to demonstrate to the Authority that they meet the technical requirements prescribed by Cyber Essentials or Cyber Essentials Plus for services under and in connection with this Procurement.

#### **Minimum level(s) of Standards possibly required (if applicable):**

Suppliers should note that, in accordance with the UK Government's policies on transparency, CCS intends to publish the Invitation to Tender (ITT) document and the text of any Framework Contract awarded, subject to possible redaction's at the discretion of the Authority. The terms of the proposed Framework Contract will also permit public sector Contracting Authorities, awarding a contract under this Framework Contract, to publish the text of that contract, subject to possible redactions at the discretion of CCS. Further information on transparency can be found at: <https://www.gov.uk/government/publications/procurementand-contracting-transparency-requirements-guidance>.

### III.1.5) INFORMATION ABOUT RESERVED CONTRACTS

**The contract is reserved to sheltered workshops and economic operators aiming at the social and professional integration of disabled or disadvantaged persons**

No

**The execution of the contract is restricted to the framework of sheltered employment programmes**

No

### III.2) CONDITIONS RELATED TO THE CONTRACT

#### III.2.1) INFORMATION ABOUT A PARTICULAR PROFESSION

**Execution of the service is reserved to a particular profession**

No

#### III.2.2 CONTRACT PERFORMANCE CONDITIONS

**Contract performance conditions**

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#### 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**

No

## SECTION IV: PROCEDURE

### IV.1.1) TYPE OF PROCEDURE

**Type of Procedure**

Open procedure

**Accelerated procedure**

No

### IV.1.3) INFORMATION ABOUT A FRAMEWORK AGREEMENT OR A DYNAMIC PURCHASING SYSTEM

**The procurement involves the establishment of a framework agreement**

Yes

Framework agreement with several operators

**Envisaged maximum number of participants to the framework agreement:**

155

**In the case of framework agreements, provide justification for any duration exceeding 4 years:****The procurement involves the setting up of a dynamic purchasing system**

No

**The dynamic purchasing system might be used by additional purchasers**

No

### IV.1.6) INFORMATION ABOUT ELECTRONIC AUCTION

**An electronic auction will be used**

No

### 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.2.1) PREVIOUS PUBLICATION CONCERNING THIS PROCEDURE

**Notice number in the OJ S(One of the following: Prior information notice used as a call for competition; Contract notice; Voluntary ex ante transparency notice)**

2017/S 094-183935

### IV.2.2) TIME LIMIT FOR RECEIPT OF TENDERS OR REQUESTS TO PARTICIPATE

**Time limit for receipt of tenders or requests to participate**

IV.2.4) LANGUAGES IN WHICH TENDERS OR REQUESTS TO PARTICIPATE MAY BE SUBMITTED

**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: (from the date stated for receipt of tender)**

24Months

IV.2.7) CONDITIONS FOR OPENING OF TENDERS

**Date**

2018-02-12 15:00

**Place (if applicable)**

Electronically, via web-based portal

**Information about authorised persons and opening procedure**

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## SECTION VI: COMPLEMENTARY INFORMATION

### VI.1) INFORMATION ABOUT RECURRENCE (IF APPLICABLE)

**This is a recurrent procurement**

No

### VI.2) INFORMATION ABOUT ELECTRONIC WORKFLOWS

**Electronic ordering will be used**

No

**Electronic invoicing will be accepted**

No

**Electronic payment will be used**

No

### VI.3) ADDITIONAL INFORMATION (IF APPLICABLE)

**Additional information**

The value provided in Section II.1.5 is only an estimate. We cannot guarantee to suppliers any business through this framework agreement. In the event that there is a substantive challenge to the Procurement and such challenge is confined to a single sub-lot, Crown Commercial Service reserves the right to the extent that it is lawful to do so to conclude a Framework Contract with the successful Potential Provider in respect of the sub-lot that has not been challenged. As part of this Contract Notice, the following can be accessed at: <https://www.contractsfinder.service.gov.uk/Notice/c431f506-64ef-4c19-8404-7f2d5246192b> 1) Contract Notice - Authorised Customer List 2) Contract Notice Transparency Information for the CCS Commercial Agreement.

### VI.4) PROCEDURES FOR REVIEW

#### VI.4.1) Review Body

**Official name**

Crown Commercial

**Postal address**

**Town**

**Postal code**

**Country**

**Email**

**Telephone**

**Internet address (URL)**

**Fax**

#### VI.4.2) Body responsible for Mediation Procedures (if applicable)

**Official name**

_____		
<b>Postal address</b>		
_____		
<b>Town</b>	<b>Postal code</b>	<b>Country</b>
_____	_____	_____
<b>Email</b>		<b>Telephone</b>
_____		_____
<b>Internet address (URL)</b>		<b>Fax</b>
_____		_____

#### **VI.4.3) Review Procedure**

**Precise information on deadline(s) for review procedures**

There is no right of appeal in this procurement.

#### **VI.4.4) Service from which information about the review procedure may be obtained**

<b>Official name</b>		
_____		
<b>Postal address</b>		
_____		
<b>Town</b>	<b>Postal code</b>	<b>Country</b>
_____	_____	_____
<b>Email</b>		<b>Telephone</b>
_____		_____
<b>Internet address (URL)</b>		<b>Fax</b>
_____		_____

#### **VI.5 DATE OF DISPATCH**

<b>Date of dispatch of this notice</b>
_____