

# **Prior Information Notice – Rutherford Appleton Laboratories – Cleaning and Waste Services**

## **1. UK Research and Innovation**

Operating across the whole of the UK and with a combined budget of more than £6 billion, UK Research and Innovation represents the largest reform of the research and innovation funding landscape in the last 50 years.

As an independent non-departmental public body UK Research and Innovation brings together the seven Research Councils (AHRC, BBSRC, EPSRC, ESRC, MRC, NERC, STFC) plus Innovate UK and a new organisation, Research England.

UK Research and Innovation ensures the UK maintains its world-leading position in research and innovation. This is done by creating the best environment for research and innovation to flourish.

For more information, please visit: [www.ukri.org](http://www.ukri.org)

## **2. About Science and Technology Facilities Council (STFC)**

Science and Technology Facilities Council (STFC) is a world-leading multi-disciplinary science organisation. Their research seeks to understand the Universe from the largest astronomical scales to the tiniest constituents of matter, yet creates impact on a very tangible, human scale.

## **3. Description**

UK Research & Innovation (UKRI) is planning to launch procurement projects for Term Service Contracts for the provision of core cleaning services as well as waste management services, for its component Research Council, the Science & Technology Facilities Council's (STFC) site at Rutherford Appleton Laboratory (RAL).

The core cleaning contract - to encompass core cleaning, window cleaning, feminine hygiene and provision of dust mats - will be up to an annual value of £950,000, with the waste contract being up to an annual value of £75,000, excluding VAT per project.

STFC is applying a renewed and refreshed focus to its unique estate, recognising its strategic importance as an enabler of world class science and research, and is now considering how best to address the succession to the current contract model and provision, to deliver value for money, quality and innovation.

The current estate comprises a portfolio of old and new buildings, a diverse range of space/accommodation types including offices, reception, communal and amenity areas, laboratories and clean rooms.

The services STFC is intending to secure will cover core cleaning of all areas, in addition to a waste management service. STFC wishes to secure these as two contracts.

#### **4. Place of Performance**

Cleaning projects:

Rutherford Appleton Laboratory, Harwell, Oxfordshire, and Chilbolton Observatory, Chilbolton near Stockbridge (and window cleaning & feminine hygiene at Ridgeway House (RWH) & Cosener's House (TCH).

Waste Management Services:

Rutherford Appleton Laboratory, Harwell, Oxfordshire, the associated Conference Centre (Cosener's House) at Abingdon and Chilbolton Observatory, Chilbolton near Stockbridge.

#### **5. Description of the Procurement Opportunity**

STFC would like to invite potential bidders to a supplier day at RAL. There will be an opportunity to learn about the requirement, open floor questions, and to have a tour of some of the site and facilities, to understand the working environment, diversity and potential of this requirement.

It is an exciting time for the STFC estate as the corporate Estates Strategy is refreshed with renewed focus and direction to secure customer focussed services that align with our operational needs and which enable the delivery of world class science and aims of the organisation.

It is the intention to appoint one contractor to deliver core cleaning and one contractor to deliver waste management services respectively for a period of 4 years, with a possible extension of +1 and +1 year periods from commencement of the Contract.

The supplier day will take place on the 10<sup>th</sup> March 2020 at Science & Technology Facilities Council's (STFC) site at Rutherford Appleton Laboratory, Harwell Campus, OX11 0QX. The supplier day will last approximately three hours, comprising the following:

- Overview of the Facilities and requirements
- Open floor Q&A
- Site Tour
- Individual Q&A 'surgery' (as time allows and as appropriate)

Useful feedback from the day and Q&A sessions may be used to inform the final tender documentation, ensuring all valid options are considered.

For the avoidance of doubt, this notice is not a Call for Competition; a Contract Notice will be issued as a call for competition. Not registering an interest shall not prevent any supplier participating in a future procurement, nor is it intended that any information supplied as part of the preliminary market consultation shall place any supplier at an advantage in a potential procurement process.

Please note that the structure of this procurement is not yet finalised, the structure of this Contract will be determined as a result of the engagement process and will be confirmed within the Contract Notice.

#### **6. New Contract Model and Provision - Key Considerations & Desired Benefits (for information - not yet finalised)**

STFC's initial considerations about its requirement include the following themes:

- Considering labour options – as is (daytime cleaning) or out of hours cleaning
- Healthy use of local market supply chain
- Agreed KPIs and measures in place to support quality, customer care, safety standards and management of cost
- Secure commitment to environmental innovations
- Harness innovation and technology for enabling customer and client portal / contract oversight / MI. Efficient administration procedures.
- Secure industry standard quality standards
- Local infrastructure and support network to include HR support and back office structure

## **7. Supplier Day**

This Prior Information Notice is being issued in order to undertake a market consultation exercise with regards to the current view of requirements detailed above. If you believe that this will be of interest to you and your organisation, please register your interest by sending an email to the following email address: [fmprocurement@uksbs.co.uk](mailto:fmprocurement@uksbs.co.uk)

Space is limited on the supplier day, and attendance is restricted to 3 people per supplier. We would request that attendance is restricted to key members of your organisation that would have a keen interest in this project and be able to add value to the discussions that will take place.

By registering and attending you will be engaging in non-competitive dialogue which will enable STFC to develop and assess the market's appetite, concerns, and views on formulation of its requirements.

UKRI may consider the information and responses received as part of the preliminary market consultation to help inform the specification and further decision making in relation to the planning and conduct of the proposed procurement.

Please register with the above email address by Monday 2<sup>nd</sup> March 2020.

The supplier engagement day will be held on Tuesday 10<sup>th</sup> March 2020 at:

1. **Rutherford Appleton Laboratory, Harwell Campus, Didcot, OX11 0QX -**