

RE: MAINTENANCE CONTRACTORS FOR INCLUSION ON A SELECT LIST FOR A RANGE OF CORPORATE REAL ESTATE OPERATIONAL AND FACILITIES MANAGEMENT CONTRACTS

The Northern Ireland Science Park for both their Belfast and Northwest (Derry ~ Londonderry) campuses, invites expressions of interest from maintenance contractors for inclusion on a select list for planned and emergency facilities maintenance services for the following trades –

1	Air Conditioning	– Estimated annual value	£ 6,500
2	Audio Visual	– Estimated annual value	£ 1,900
3	BMS Controls	– Estimated annual value	£ 1,500
4	Boilers	– Estimated annual value	£ 5,500
5	Building Fabric	– Estimated annual value	£ 21,600
6	Car Park Barriers	– Estimated annual value	£ 5,200
7	Camera Monitoring	– Estimated annual value	£ 5,000
8	Catering Equipment	– Estimated annual value	£ 2,500
9	Cleaning (Inc Consumables)	– Estimated annual value	£ 108,000
10	Drainage	– Estimated annual value	£ 1,900
11	Electrical Services	– Estimated annual value	£ 29,500
12	Filtered Drinking Water	– Estimated annual value	£ 1,500
13	Fire Extinguishers	– Estimated annual value	£ 550
14	Fire Detection Systems	– Estimated annual value	£ 4,200
15	Gas Detection Systems	– Estimated annual value	£ 750
16	Grounds Maintenance	– Estimated annual value	£ 17,200
17	Lifts	– Estimated annual value	£ 5,200
18	Mechanical Services	– Estimated annual value	£ 18,500
19	Pest Control	– Estimated annual value	£ 1,250
20	Roof Fall Arrest System	– Estimated annual value	£ 650
21	Security (Access/Intruder) & CCTV	– Estimated annual value	£ 6,000
22	Security Patrol & Response	– Estimated annual value	£ 26,750
23	Waste Management	– Estimated annual value	£ 36,000
24	Water Testing	– Estimated annual value	£ 2,500
25	Window Cleaning	– Estimated annual value	£ 5,000
26	Winter Gritting	– Estimated annual value	£ 1,500

You should complete the attached questionnaire (one for each category) and return it in a sealed envelope clearly marked "Select List for a range of corporate real estate operational and facilities management contracts" to Northern Ireland Science Park, The Innovation Centre, Queens Road, Queens Island by 12.00 noon Wednesday 14th December 2022.

The Science Park reserves the right not to include any contractor on the select list and accepts no liability for any costs incurred by Tenderers in submitting an expression of interest or any subsequent tender.

Catalyst

If

Catalyst, The Innovation Centre, Queen's Road, Belfast, BT3 9DT
you have any queries so not hesitate to contact the writer on 07816 931575.

Yours faithfully



Mervyn Watley

Director of Corporate Real Estate & Facilities

Enc.

NORTHERN IRELAND SCIENCE PARK

APPLICATION FOR INCLUSION ON A SELECT LIST FOR CONSTRUCTION-RELATED MAINTENANCE WORKS.

Northern Ireland Science Park was established in March 1999 to create a self-sustaining, internationally recognised science park in Northern Ireland offering a commercial and research driven centre for knowledge based industries.

The Northern Ireland Science Park is headquartered at the main Science Park site at Queen's Island, Belfast but aims to create a network of Science Park facilities throughout Northern Ireland, with a thriving community of tenant businesses seeking to exploit the university research base with industrial applications. The Park has a high-quality built environment and infrastructure, supported by high-speed telecoms, enabling tenant companies to focus on knowledge-based entrepreneurialism.

The Science Park currently has 7 buildings with over 140 tenant companies and more than 270,000 square foot of lettable space. It has recently expanded its premises to 2 sites (Belfast and Derry~Londonderry)

Applications will be assessed on the following criteria

Financial capability	20%
Previous similar contracts	80%

Please note that contracts should be of a similar type, value, and scale.

1	<p>Category you are applying for (delete as appropriate) <i>(If you are applying for more than one category then you must complete an individual form for EACH category)</i></p>
	<ol style="list-style-type: none"> 1. Air Conditioning 2. Audio Visual & Video Conferencing 3. BMS Controls 4. Boilers 5. Building Fabric 6. Car Park Barriers 7. Catering Equipment 8. Cleaning 9. Drainage 10. Electrical Services 11. Filtered Drinking Water 12. Fire Extinguishers 13. Fire Detection Systems 14. Gas Detection 15. Grounds Maintenance 16. Lifts 17. Mechanical Services 18. Pest Control 19. Roof Fall Arrest System 20. Security (Access/Intruder) and CCTV 21. Security Patrol & Response 22. Waste Management 23. Water Testing 24. Window Cleaning 25. Winter Gritting (Road/Path)
2	<p>Confirm you are prepared to provide a 24-hour x 365 day a year response service to Belfast and/or Derry~Londonderry (delete as appropriate)</p>
	<ul style="list-style-type: none"> • Yes • No • Belfast • Derry~Londonderry

3	Confirm you have the following level of insurances (delete as appropriate) (Please attach a copy in Appendix A)
	<ul style="list-style-type: none"> • Employers Liability £ 5M Yes/No • Public Liability £10M Yes/No
4	Advise the level of turn-over on maintenance contracts/works (must enter a minimum of last 3 years)
	<ul style="list-style-type: none"> • 2017 £ • 2018 £ • 2019 £ • 2020 £ • 2021 £
5	Advise the number of employees involved in maintenance works/contracts in your company (Provide a structure chart in appendix B)
	<ul style="list-style-type: none"> • Management Nr • Technical Nr • Qualified trade staff Nr • Apprentices Nr • Labourers Nr
6	Provide a letter from your bank to confirm your business is considered to be an ongoing concern (Provide a copy in Appendix C)
7	Have you a company Health & Safety Policy (delete as appropriate)
	<ul style="list-style-type: none"> • Yes (provide a copy in Appendix D) • No
8	Have you an environmental, net zero, or other sustainability policy
	<ul style="list-style-type: none"> • Yes (provide a copy in Appendix E) • No

9	Detail any trade organisations your company is a member of. (Limit to half an A4 Page)
10	Provide any other relevant information to support your application for inclusion on a select list for construction-related maintenance contractors. (Limit to half an A4 Page)
11	Provide details of two reference contracts of similar content, scale and value. Provide name, position, organisation, address, e-mail address and contact telephone numbers of three referees who would be prepared to provide a reference in relation to maintenance contracts with your company (limit each Contract to half an A4 Page)
	Contract 1
	Contract 2



Catalyst, The Innovation Centre, Queen's Road, Belfast, BT3 9DT

Signature:

On behalf of:

Address:
.....
.....
.....

Tel No:

Fax No:

E-mail:

Date:

Appendix A

(Copy of Insurances)

Appendix B

(Employee Structural Chart)

Appendix C (Letter from Bank)

Appendix D

(Copy of H&S Documents)

Appendix E

(Copy of Environmental, Net Zero or Sustainability Policy)