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Tender

Air Conditioning System Servicing & Maintenance Contract at Worcester City Council Properties

Worcester City Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-000992

Procurement identifier (OCID): ocds-h6vhtk-0600cc

Published 7 January 2026, 11:40am

Scope

Reference

DN802274

Description

Worcester City Council is seeking a qualified and experienced contractor to deliver a comprehensive servicing and maintenance programme for air conditioning systems across a range of council-owned properties. This contract covers both planned preventative maintenance and reactive repairs, ensuring systems remain safe, efficient, and compliant with statutory requirements, including F-Gas regulations.

The successful bidder will be responsible for: Routine servicing: Two visits per year (main and interim) to inspect, clean, and maintain air conditioning units, following British and EU standards. Emergency call-out service: 24/7, 365-day coverage with a 4-hour response time for urgent repairs. Compliance and reporting: Detailed inspection reports, adherence to health and safety legislation, and maintaining accurate service records.

Sites included: A variety of council properties, such as offices, community centres,

museums, and depots, some of which are listed or historic buildings.

The contract will run from 1 April 2026 to 31 March 2028, with options to extend for up to three additional years. Bidders must demonstrate technical competence, experience in similar contracts, and commitment to sustainability and high-quality service delivery.

This is a fantastic opportunity to work in partnership with Worcester City Council's Property Services team, supporting the upkeep of a diverse and historic estate while delivering excellent public services. Please see separate documents for more information.

The Council is using the e-procurement portal known as the Proactis Pro-Contract portal <https://procontract.due-north.com> to conduct this procurement exercise. To gain access to the procurement documents, bidders will need to register their company details at the above website. Once registered, bidders will be emailed a log-in and password, allowing them to gain access to the procurement documents. Bidders will need to search for the invitation under Worcester City Council and then electronically submit an expression of interest and follow the online instructions to view the procurement documents.

Total value (estimated)

- £55,000 excluding VAT
- £66,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2028
- Possible extension to 31 March 2031
- 5 years

Description of possible extension:

an option to extend for a further 2 years and an additional 1 year

Main procurement category

Services

CPV classifications

- 42000000 - Industrial machinery
- 45000000 - Construction work
- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products
- 50000000 - Repair and maintenance services

Contract locations

- UKG12 - Worcestershire

Participation

Conditions of participation

N/A

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

26 January 2026, 12:00pm

Tender submission deadline

4 February 2026, 12:00pm

Submission address and any special instructions

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Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type	Weighting
Quality	Quality 60 %	Quality	60.00%

Name	Description	Type	Weighting
Price	Price 40 %	Price	40.00%

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Worcester City Council

- Public Procurement Organisation Number: PWCP-1821-QDRP

The Guildhall

Worcester

WR1 2EY

United Kingdom

Email: procurement@worcester.gov.uk

Website: <http://www.worcester.gov.uk/>

Region: UKG12 - Worcestershire

Organisation type: Public authority - sub-central government

