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Tender

## **Window Cleaning Services**

Heriot-Watt University

F02: Contract notice

Notice identifier: 2026/S 000-008906

Procurement identifier (OCID): ocds-h6vhtk-06141d

Published 2 February 2026, 12:13pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Heriot-Watt University

Moyen House, Research Park North, Heriot-Watt University

Riccarton, Edinburgh

EH14 4AP

#### **Contact**

Rosemary Carson

#### **Email**

[R.R.Carson@hw.ac.uk](mailto:R.R.Carson@hw.ac.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://hw.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00307](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00307)

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/toolkit/negotiation/tender/list/myTnd/show.si?from=menu&reset=true#fh>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/toolkit/dashboard/dashboard.do?\\_ncp=1770031432926.63096-2](https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/toolkit/dashboard/dashboard.do?_ncp=1770031432926.63096-2)

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Education

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

## Window Cleaning Services

Reference number

HWU-UK-2526-079-00

### **II.1.2) Main CPV code**

- 90911000 - Accommodation, building and window cleaning services

### **II.1.3) Type of contract**

Services

### **II.1.4) Short description**

The University is seeking to appoint a window cleaning service provider for its Edinburgh and Galashiels Campuses and properties located within the city of Edinburgh; Hermiston House and Panmure House.

### **II.1.5) Estimated total value**

Value excluding VAT: £400,000

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.3) Place of performance**

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh campus

### **II.2.4) Description of the procurement**

The University is seeking to appoint a window cleaning service provider for its Edinburgh and Galashiels Campuses and properties located within the city of Edinburgh; Hermiston House and Panmure House.

### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The University reserves the right to extend the Agreement for a further 24 months (12 + 12) subject to satisfactory performance and continuation of the University's requirements.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: 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**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58(1) of the Public Contracts (Scotland) Regulations 2015.

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## **Section III. Legal, economic, financial and 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

Bidders must confirm if they hold the authorisation or memberships. This includes the requirement of authorisation or membership from the Federation of Window Cleaners (FWC) and the Safety Accredited Member (SAM) scheme, or equivalent.

Bidders must confirm they can provide the following supporting evidence at point of award.

Please refer to Selection Criteria: Question A.1 of Part IV [SPD].

#### **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

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## **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

4 March 2026

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

4 March 2026

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: January 2031.

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58(1) of the Public Contracts (Scotland) Regulations 2015.

The ratio for this procurement exercise is Technical 60% and Commercial 40%. Detail on this award criteria can be found in Section 3 of the ITT.

Tenderers will be asked to complete the following forms in the Technical Questionnaire in PCS-Tender: Form of Tender; Bona Fide Tender; Freedom of Information; Supply Chain Code of Conduct; and General Code of Safety Rules. Please note that these forms are for information only and will not be scored.

The successful Contractor must confirm they comply with Modern Slavery Act 2015.

Where the capability & capacity of a subcontractor, members of a consortia or any other body will be relied on to meet the selection criteria, a separate SPD is required from each of those other parties relied on. Where subcontractors are to be used but their capability & capacity are not relied on, the University may choose to request a separate SPD.

Bidders are not required to produce supporting documentary evidence at the time of submitting the SPD. However, where it is necessary to ensure the integrity and proper conduct of the procurement process, the University can request the evidence any time during the procurement process, all or part of the supporting documents from bidders. It is a discretionary ground for exclusion for a bidder not to be able to provide the SPD supporting documents, or to withhold or misrepresent such information. More details on

this can be found in the exclusion stage.

There must be no qualification or contra-indication from any evidence provided in support of the Contractor's economic and financial standing

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 62664. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:822238)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom