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Contract

Internal Cleaning Contract

Broadstairs & St Peter's Town Council

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-009010

Procurement identifier (OCID): ocds-h6vhtk-05da0d ([view related notices](#))

Published 2 February 2026, 2:16pm

Scope

Description

Broadstairs & St Peter's Town Council wishes to offer a three year contract (1st January 2026 to 31st December 2028) to a supplier who will provide the cleaning for Pierremont Hall, Broadstairs.

1. The Contract is for the internal cleaning of the communal areas, toilets, kitchens and bookable event spaces, Pierremont Hall, Pierremont Avenue, Broadstairs, CT10 1JX. See plan at annex 1: relevant areas highlighted in pink.

2. Cleaning areas to include:

Ground Floor- Kitchen, communal hallway and staircase, Council Chamber, two unisex toilets and one accessible toilet.

First Floor- Hallway and stairs, kitchenette, ladies' toilets- three cubicles, men's toilets- one cubicle and one urinal, Mayors Parlour meeting room.

Second Floor- Hall, landing and one unisex toilet.

Music Room and one unisex toilet.

3. Cleaning schedule for areas as per annex 2.
4. All internal doors to have door wedges removed & doors to be closed after cleaning completed.
5. A cleaning cupboard will be provided to the contractor. The contractor to provide their own cleaning solutions and equipment, including vacuum cleaner, cloths and mops etc. but hand soap and toilet rolls will be provided.
6. Parking is available during the period of cleaning. The times of daily cleaning can be flexible, but the Council Chamber, downstairs kitchen and Mayor's Parlour meeting room and Music Room must be cleaned before 10am each day.
7. The contractor shall be liable for and shall indemnify the Council against loss, liability, claim or proceedings in respect of any injury or damage whatsoever to any property real or personal in so far as such injury or damage arises out of any negligence, omission or default of the Contractor, their employees or agents employed by them. A certificate of public liability insurance should be submitted with the tender bid.
8. Following award, the successful Tenderer shall not sub-contract or sub-let all or any part of the contract without the consent of the Council. The Successful Tenderer shall remain wholly responsible for the contract.
9. Tenderers must ensure that all information provided within their tender submission is accurate. The inclusion of information which is found to be false or misleading will result in the tender being rejected. Furthermore, in the event that false or misleading information comes to light after the award of the contract, this may result in termination of the contract.
10. The Council is subject to the terms of the Freedom of Information Act 2000. Tenderers should be aware that the information provided in the completed tender and contractual documents could be disclosed in response to a request under the Freedom of Information Act. We will proceed on the basis of disclosure unless an appropriate exemption applies. No information provided by tenderers will be accepted "in confidence" and the Council will accept no liability for loss as a result of any information disclosed in response to a request under the Freedom of Information Act
11. The tenderer shall not unlawfully discriminate within the meaning and scope of the provisions of the Race Relations (NI) Order 1997, Sex Discrimination (NI) Order 1976 (as amended), Fair Employment and Treatment (NI) Order 1998 and the Disability Discrimination Act 1995 and shall take all reasonable steps to ensure that all employees or agents of the tenderer employed in the execution of the contract do not unlawfully discriminate.

12. The Council requires that all organisations who submit tenders comply in full with the requirements of the Bribery Act 2010.

CONTRACT TERMS

1. All cleaning must be cleaned to the satisfaction of the Town Clerk or a person nominated by him/her.
 2. Payment will be made via bank transfer within 14 days of receipt of a monthly invoice and in accordance with the contract.
 3. The Contractor has a statutory duty to comply with the Health and Safety related legislation as follows:
 - Health and Safety at Work Order
 - The Management of Health and Safety at Work Regulations
 - Control of Substances Hazardous to Health.
 4. The Contractor shall provide risk and method statements to the Town Council prior to the commencement of works.
 5. The Contractor must provide public liability insurance at a minimum of £10 million prior to the commencement of work.
 6. The Council reserves the right to modify the specification relating to the works to be performed by the selected contractor, subject to adequate notice being provided and subject to negotiation of terms should any modification lead to a net increase or decrease in the extent of works to be undertaken compared to the original specification.
 7. The Contractor shall inform the Council within 3 days of any event likely to cause delay in the provision of the works to the agreed timetable. It is mandatory that adequate operatives are available to cover for sickness and annual leave.
 8. Broadstairs & St. Peter's Council reserves the right to terminate the Contract with the Contractor should the Town Clerk not be satisfied with the performance of the Contractor.
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Contract 1

Supplier

- TOTAL CLEANING SOUTH LIMITED

Contract value

- £45,000 excluding VAT
- £54,000 including VAT

Below the relevant threshold

Date signed

27 January 2026

Contract dates

- 1 February 2026 to 31 March 2029
- Possible extension to 31 March 2031
- 5 years, 2 months

Description of possible extension:

Extension only if agreed by Council

Main procurement category

Services

CPV classifications

- 90919200 - Office cleaning services

Contract locations

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

Procedure

Procedure type

Below threshold - open competition

Supplier

TOTAL CLEANING SOUTH LIMITED

- Companies House: 06884717
- Public Procurement Organisation Number: PYZV-7774-CWJM

Unit 36, The Oaks, Manston Business Park

Manston

CT12 5FN

United Kingdom

Email: info@totalcleaningsouth.co.uk

Region: UKJ44 - East Kent

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1

Contracting authority

Broadstairs & St Peter's Town Council

- Public Procurement Organisation Number: PTNP-2638-VXPP

Broadstairs And St Peters Town Council, Pierremont Hall

Broadstairs

CT10 1JX

United Kingdom

Email: town.clerk@broadstairs.gov.uk

Region: UKJ44 - East Kent

Organisation type: Public authority - sub-central government