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Tender

Community Warden Service

Bognor Regis Town Council

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

Notice identifier: 2025/S 000-009880

Procurement identifier (OCID): ocds-h6vhtk-04ed72

Published 18 March 2025, 12:09pm

Changes to notice

This notice has been edited. The [previous version](#) is still available.

Notice contract term is for 11 months only

Scope

Reference

BRTC,CWS.25

Description

Provide a proactive and visible presence within Bognor Regis Town Council Communities to reduce the fear of crime and to improve residents' quality of life and promote stronger and safer communities. The Community Warden service is a trusted community-based service that addresses local concerns by implementing preventative and early intervention measures. Collaborating with partners to deliver solutions which will allow the residents of Bognor Regis to thrive. The Bognor Regis Community Warden Service will help:

- Reduce the perception of fear of crime.
- Strengthening community resilience to ensure 'Stronger, Safer Communities'.
- Support the elderly and vulnerable and help develop community cohesion and wellbeing;
- Assist in the delivery and monitoring of crime reduction initiatives in liaison with local Community Safety Units (CSUs) and neighbourhood Policing teams. Ensure a consistent approach to crime and scam prevention activities and support to victims. All with the aim of reducing fears and perceptions of crime. Resolve queries where able, or refer more complex issues when appropriate.

Total value (estimated)

- £60,000 excluding VAT
- £72,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 May 2025 to 31 March 2026
- 11 months

Main procurement category

Services

CPV classifications

- 98000000 - Other community, social and personal 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)

Participation

This procurement is reserved for

- UK suppliers
- Small and medium-sized enterprises (SMEs) and voluntary, community and social enterprises (VCSEs)

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

3 April 2025, 5:00pm

Tender submission deadline

4 April 2025, 12:00pm

Submission address and any special instructions

The Clerk

Bognor Regis Town Council

Town Hall

Clarence Road

Bognor Regis

PO21 1LD

Tenders may be submitted electronically

No

Award criteria

| Name | Type | Weighting |
|---------|---------|-----------|
| Quality | Quality | 60% |
| Price | Price | 40% |

Procedure

Procedure type

Below threshold - open competition

Special regime

Light touch

Documents

Associated tender documents

[Community Warden Tender BRTC.CWS.25 Version 2 18.3.25.pdf](#)

Contracting authority

Bognor Regis Town Council

- Public Procurement Organisation Number: PVNP-1856-NGNZ

Town Hall, Clarence Road

Bognor Regis

PO21 1LD

United Kingdom

Contact name: Glenna Frost

Telephone: 01243 867744

Email: GlennaFrost@bognorregis.gov.uk

Website: <https://www.bognorregis.gov.uk>

Region: UKJ27 - West Sussex (South West)

Organisation type: Public authority - sub-central government