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Planning

Facilities Management & Security Services

South Gloucestershire Council

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-011887

Procurement identifier (OCID): ocds-h6vhtk-04fa60

Published 28 March 2025, 6:47pm

Scope

Reference

DN766857

Description

The Opportunity includes, but is not limited to, the following activities within the Council's corporate building assets:

- Security services
- Fire alarm drills and alarm testing
- Care-taking duties
- Security patrols
- Key holding

The security service aspect of the tender refers to the supply of suitable soft security services for example, a key holding service, mobile patrols, response to alarm activations, testing of fire and security systems, opening and closing sites, static guarding and reception security duties.

The duration of the contract is expected to be 3 years with the potential to extend for two additional 24-month periods (total contract length up to a total of 7 years).

The Council is looking to procure a managed service, whereby the successful supplier manages the staff supplied. The supplier will hold keys to all sites and will be responsible for responding to all the Council's out of hours requirements.

The supplier shall provide dedicated facilities operatives to carry out general building duties, which may vary from site to site, including Front of house services; Porterage; Reception duties; Ad hoc cleaning; Car park control; External and internal building patrol staff; First aid responders; Waste management activities, and Fire Safety.

The supplier shall manage the supervision and performance monitoring of the Operatives and shall be the one point of contact between the Council and the Facilities Operatives for instructions and escalation purposes other than day to day requests for services.

<https://procontract.due-north.com/Procurer/Advert/View?advertId=b5aeb742-8805-f011-8136-005056b64545&fromAdvertEvent=True>

Total value (estimated)

- £3,500,000 excluding VAT
- £4,200,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 May 2026 to 1 May 2029
- Possible extension to 1 May 2033
- 7 years, 1 day

Main procurement category

Services

CPV classifications

- 79993000 - Building and facilities management services
- 79993100 - Facilities management services

Engagement

Engagement deadline

23 April 2025

Engagement process description

South Gloucestershire Council is currently reviewing the provision of Facilities Management & Security Services (“the Opportunity”). As part of developing our plans to meet this requirement we are issuing this Request for Information (RFI). This RFI is one vehicle by which we can systematically identify similarities and differences between suppliers in the market and additionally gain a greater understanding of specific suppliers’ abilities, core business and strategic outlook with respect to the Opportunity.

This RFI is issued in accordance with the principles of the Procurement Act 2023, ensuring same treatment and sharing information for the purposes of allowing suppliers and others to understand the Council’s procurement policies and decisions. Responses to this RFI will help shape our procurement strategy in compliance with public sector procurement obligations.

The Council has a current contract for the services within this Opportunity that comes to

and end on 30th April 2026. The Council would welcome feedback on the current specification and service levels (attached as appendices to this document) and any suggestions from suppliers that would increase the attractiveness of the Opportunity.

You are invited to submit a response to this RFI. We look forward to your response by the closing date and time provided on the cover page of our RFI documentation.

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Submission

Publication date of tender notice (estimated)

31 May 2025

Contracting authority

South Gloucestershire Council

- Public Procurement Organisation Number: PCMC-1241-BLJQ

Council Offices, Badminton Road

Yate

BS37 5AF

United Kingdom

Email: procurement@southglos.gov.uk

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

Region: UKK12 - Bath and North East Somerset, North Somerset and South Gloucestershire

Organisation type: Public authority - sub-central government