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Planning

## **Repairs and Maintenance Term Service Contract - Preliminary Market Engagement**

Rushmoor Borough Council

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

Notice identifier: 2026/S 000-014525

Procurement identifier (OCID): ocds-h6vhtk-065689

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### **Scope**

### **Reference**

DN807159

### **Description**

Rushmoor Borough Council (the 'Council') will be issuing a tender for a repairs and maintenance term service contract in April 2026. Prior to commencing the formal procurement process the Council is seeking to engage with the market to gain insight on interest and capacity plus market input in respect of technical scope, contractual arrangements, service levels, commercial model, procurement strategy, etc.

The proposed term service contract will cover the entirety of the Council's jurisdictional geographical area, which covers Aldershot, Farnborough and some surrounding areas. The commercial assets which the contract will service include for a theatre, council offices, pavilions, public conveniences, sports facilities plus a number of other building types.

The contract will primarily cover the delivery of responsive repair services, ensuring timely and effective resolution of maintenance issues as they arise, typically up to £10,000 maximum repair value. Spend on response repair services varies per year but on average is approx. £200k (excluding VAT - all further figures also excluding VAT) per annum.

The Council will also investigate inclusion of other non-core work types within the term service contract covering areas such as groundworks & landscaping, drainage, electrical and mechanical works. If included for this could increase the value of the contract by a further £100k per annum.

In addition to this core provision, the contract will include the option to commission capital expenditure (CapEx) project works valued between £10,000 and £100,000, noting that most projects will be between £10,000 - £30,000.

Capital projects above £10,000 are not guaranteed within the contract but will generally be procured through it where appropriate. Where the Council opts to invite competitive bids for delivery of £10k - £100k project works the term service contractor, subject to capacity & performance, will generally be invited to bid.

Generally, the Council will opt towards competitive bidding rather than using the term service contract for higher value above £30,000 contracts although a range of considerations will be taken into account including for urgency, future maintenance efficiencies, etc.

The level of demand for capital projects can vary significantly, and no commitment can be made regarding the volume or frequency of such works. Spend on capital projects that could be covered within the scope of the future contract varies from between £350k - £700k per annum. However, noting that a significant proportion of any future spend will be subject to competitive bidding processes, the value of capital projects let via the term service contract is unlikely to exceed over 50% of the overall in scope capital project budget for any one year.

The award date for the contract is targeted for 1st July 2026 with commencement of services to run from 1st September 2026. The Council anticipates letting the contract on a 2-year base term with options to extend up to a maximum of 5 years but will be seeking views from the market on this element.

## SCOPE

The Council will require the services of a high-quality contractor who specialises in the delivery of repairs and maintenance across the Council's built environment, to include core scope multi-trade requirements such as carpentry/plumbing/decorating/plastering/boarding and locksmithing.

In addition to the core-scope activities, the Council would also ideally like to include for non-core activities such as groundworks, path/pavement and minor road repairs, drainage, jetting and inspection, chamber repairs and electrical works so a contractor who can effectively direct delivery or manage such works via sub-contracting could be beneficial.

## FURTHER INFORMATION

In addition to the information contained within this Notice, the Council has also made available a detailed Preliminary Market Engagement Brief and additional information in respect of the sites, scope, demand and draft specifications via the Council's e-sourcing system, ProContract.

## CONTRACT DURATION & TERMS

The award date for the contract is targeted for 1st July 2026 with commencement of services to run from 1st September 2026. The Council anticipates letting the contract on a 2-year base term with options to extend up to a maximum of 5 years but will be seeking views from the market on this element

## ENVISAGED PROCUREMENT PROCESS & PROGRAMME

The Council is considering running a competitive tendering procedure in accordance with the 'Open Procedure' as defined within the Procurement Act 2023.

The Council envisages undertaking the future procurement process in line with the following draft summary procurement programme, however it should be noted that the dates below are purely indicative and may be subject to future change.

Tender Notice Issued - 6th April 2026

Tender Pack Issued on ProContract - 6th April 2026

Mandatory Site Visits - 16th - 22nd April 2026

Deadline for Requests for Clarification - 29th April 2026 @23:59

Tender return deadline - 15th May 2026 @17:00

Award Decision & Assessment Summaries Issued - 15th June 2026

Contract Award Notice Issued - 15th June 2026

Standstill Period Starts - 16th June 2026

Standstill Period Ends - 25th June 2026 @23:59

Contract Award - 26th June 2026

Mobilisation - 1st July - 31st August 2026

Contract Commencement - 1st September 2026

## PROCUREMENT ADMINISTRATION

The Council will administrate the procurement process using the Council's e-sourcing system, ProContract, which will be used for:

- Access to and issue of procurement information and documentation
- Pre-tender submission clarification requests and response
- Tender submission
- Tender opening & access to responses
- Post-tender submission clarification requests and response
- Award decision notification and feedback

The In-tend system can be accessed free of charge via the following web link:

<https://procontract.due-north.com/>

## ENVISAGED EVALUATION WEIGHTINGS

The Council is considering an evaluation percentage split focused on quality of service, which may include for a 60/40 ratio in favour of quality.

## Commercial tool

Establishes a framework

## Total value (estimated)

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

Above the relevant threshold

### **Contract dates (estimated)**

- 1 September 2026 to 31 August 2028
- Possible extension to 31 August 2031
- 5 years

### **Main procurement category**

Services

### **Additional procurement category**

Works

### **CPV classifications**

- 45262700 - Building alteration work
- 45310000 - Electrical installation work
- 45330000 - Plumbing and sanitary works
- 45400000 - Building completion work
- 50700000 - Repair and maintenance services of building installations
- 50800000 - Miscellaneous repair and maintenance services
- 98395000 - Locksmith services

## **Contract locations**

- UKJ37 - North Hampshire

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## **Engagement**

### **Engagement deadline**

13 March 2026

### **Engagement process description**

In undertaking this preliminary market engagement process the Council is seeking to gain feedback against several key considerations which will inform its subsequent adopted strategy. These considerations include for:

Scope of core and non-core services / works

Level and type of additional project works

Delivery model and current operations

Mobilisation and readiness

Contract structure and duration

Resource model and capacity

Performance management

Pricing and cost model

Financial and contract controls

Compliance, H&S and risk

## Procurement process and timelines

### Social value

To obtain and consider feedback on a structured basis, the Council has developed a brief Request for Information (RFI) questionnaire for interested operators to complete and return via the Council's ProContract e-sourcing system. Responses should be provided by Friday 13th March - 12:00 as the Council will be scheduling its consideration of responses shortly afterwards.

Site visits will not be offered during the PME stage; however, participation within scheduled site visits of the Council's property assets will be a mandatory requirement of the future the tender process.

Following review of responses, the council may seek to engage with respondents to better understand suggested approaches. This will likely be via issue of correspondence via ProContract but may also be via invitation to attend a brief on-line TEAMS meeting. Engagement activities are targeted to take place between Monday 23rd March and Friday 27th March. Respondents will be asked to confirm their availability and suggested dates & times for participating in a TEAMS call within their RFI responses.

The summary programme that the Council will run the PME process to is set out below:

Publish PME Notice / issue on ProContract - Tuesday 17th February 2026

PME questionnaire return deadline - Friday 13th March 2026

Engagement Activities - Monday 23rd - Friday 27th March 2026

The Council will administrate the preliminary market engagement process using its e-sourcing system ProContract. The In-tend system can be accessed free of charge via the following web link:

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## Participation

## **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Contracting authority**

### **Rushmoor Borough Council**

- Public Procurement Organisation Number: PYHV-5798-RWLT

Farnborough Road

Farnborough

GU14 7JU

United Kingdom

Email: [procurement5@rushmoor.gov.uk](mailto:procurement5@rushmoor.gov.uk)

Region: UKJ37 - North Hampshire

Organisation type: Public authority - sub-central government