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Tender

## Cleaning services

Huddersfield New College

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

Notice identifier: 2026/S 000-014993

Procurement identifier (OCID): ocds-h6vhtk-06578a

Published 18 February 2026, 5:22pm

## Scope

### Description

HNC wishes to appoint a cleaning services company to provide regular cleaning across site to ensure that the college maintains a welcoming, hygienic and safe educational environment for its staff and students.

We require an all-encompassing daily cleaning service to cover all areas of the college, working to a cleaning regime designed around our requirements.

Cleaning activities during term time are not to impact on the daily experience of staff and students. Morning shifts are set at 6am - 9am and evening shifts are 4pm - 7pm (Monday to Friday).

We are to require on a daily basis :

X 6 morning shifts (total of 18 hrs cleaning to be provided during hours of 6am and 9am Monday to Friday Term Time only - 38 weeks)

X 15 evening shifts (total of 45 hrs cleaning to be provided during hours of 4pm - 7pm Monday to Friday Term Time only - 38 weeks)

Additional cleaning support will be required out of term time during the holidays -

approximately 630 hrs per year. Majority of which will be required in the two weeks leading up to the start of the new academic year when deep cleaning can take place.

HNC would like to secure a 3 year contract with the successful company in the first instance with the option to extend by two further years thereafter.

We currently have 20 cleaners and 1 cleaning manager employed by the College. Tupe will apply given that our in-house cleaning team is to be moved to the successful external contractor.

The appointment will be made following a process of competitive tendering.

The requirement is set out in the Specification, which is in Part 2 of the ITT document.

### **Total value (estimated)**

- £690,000 excluding VAT
- £828,000 including VAT

Above the relevant threshold

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

- 4 May 2026 to 4 May 2029
- Possible extension to 4 May 2031
- 5 years, 1 day

Description of possible extension:

option for up to x 2 year extension.

### **Main procurement category**

## Services

### **CPV classifications**

- 90910000 - 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)

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## **Participation**

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

27 February 2026, 11:59pm

### **Tender submission deadline**

28 February 2026, 12:00pm

### **Submission address and any special instructions**

[www.huddnewcoll.ac.uk](http://www.huddnewcoll.ac.uk)

The Tender must be received by the College no later than 12.00pm (noon) on 28.02.26

Please submit an electronic copy of your tender by the delivery date and time to [clairec@huddnewcoll.ac.uk](mailto:clairec@huddnewcoll.ac.uk). The words "Tender for Cleaning Services" should be stated in the title of email.

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

### **Award decision date (estimated)**

4 May 2026

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## Award criteria

Name	Description	Type	Weighting
Price	The lowest overall cost will score the maximum points available. The other tenderers percentage scores will be scored on a pro rata comparative basis.	Cost	30%
Service requirements	identify how you will meet the Service Requirements for cleaning should your Tender be successful. Please also indicate the deployment of staff and other resources necessary to achieve this.	Quality	20%
General requirements (part 1 )	1,1 Please provide full details of your Firm Specialities that may be advantageous to the College for the services required (max 500 words) 1.2 Please explain how you would approach any unique challenges at HNC? (max 500 words) 1.3 Please provide an anonymised sample of work where we can see an illustration of how your firm usually presents quality assurance reports. (max 500 words)	Quality	20%

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Name	Description	Type	Weighting
General requirement (part 2)	<p>2.1 HNC regards maintaining a high degree of continuity of staff involved from the appointed firm as very desirable.</p> <p>Respondents should set out their position on this issue and indicate how successful this approach has been before.</p> <p>2.2 Please provide details on the key personnel who you are proposing to provide the service for HNC and why.</p> <p>Response should include:</p> <ul style="list-style-type: none"> <li>- overview of your company structure, including total numbers of employees</li> <li>- the location of the office from which the majority of the activity for HNC will be run</li> <li>- Details on whether there will be a dedicated team or teams</li> <li>- Details on whether you intend to draw on pooled resources</li> <li>- Number of staff you anticipate to deliver on the contract</li> <li>- Detailed information on the individuals you are proposing to work on this Contract</li> <li>- Relevant qualifications or training they are undertaking</li> </ul>	Quality	20%

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
General requirements (part 3)	In your opinion what are the issues and challenges that face a Sixth Form College of HNC's size in regards to delivering high standard cleaning ? How will you address these on our behalf ?(no more than 500 words)	Quality	10%

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## Other information

### Conflicts assessment prepared/revised

Yes

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## Procedure

### Procedure type

Open procedure

### Special regime

Concession

### Reduced tendering period

Yes

State of urgency - minimum 10 days

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## Documents

### Associated tender documents

<https://www.huddnewcoll.ac.uk/current-tenders/>

[Cleaning Services - Tender - 06.02.26.docx](#)

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## Contracting authority

### Huddersfield New College

- Public Procurement Organisation Number: PJZV-5891-VVGV

New Hey Road

Huddersfield

HD3 4GL

United Kingdom

Contact name: Cleaning contract



Email: [Clairec@huddnewcoll.ac.uk](mailto:Clairec@huddnewcoll.ac.uk)

Website: <https://www.huddnewcoll.ac.uk/about/corporation/>

Region: UKE44 - Calderdale and Kirklees

Organisation type: Public undertaking (commercial organisation subject to public authority oversight)