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Tender

Bassaleg School ~ Cleaning Tender

Bassaleg School

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

Notice identifier: 2025/S 000-015064

Procurement identifier (OCID): ocds-h6vhtk-0502c4 ([view related notices](#))

Published 14 April 2025, 4:05pm

Scope

Description

The successful supplier will be required to provide cleaning services for Bassaleg School located in Newport, Wales.

The value of the contract is approximately £263,000 per annum.

Following significant investment in the school by both the Welsh Government and Newport City Council, the school offers state of the art facilities, including a new build 'Adeilad Balch' that was opened in September 2023. The investment increased the school capacity to 2,050 pupils and includes extensive dining facilities, learning spaces, classrooms, specialist teaching rooms and sports pitches.

The school vision, rooted in the mantra of 'Believing and Belonging' is for all members of our community to both support and challenge each other to be the very best versions of ourselves in all aspects of our lives; that's why we place such emphasis on our core values of being kind, respectful and honest.

The duration of the contract being offered is three years commencing on 1st August 2025 and concluding on 31st July 2028 and will be on a guaranteed performance basis offering a fixed annual subsidy to the school. There will be the option to extend the contract for a further term further term of three years.

This contract will be fixed price in nature with the successful Supplier also guaranteeing the number of input hours to the contract as well as the quality of cleaning provision.

Whilst the monthly charge will represent one-twelfth of the contract cost, a reconciliation will take place monthly to reconcile the actual hours worked within the school contract. If the hours worked are less than those budgeted for a credit will be required by the schools. This credit will be calculated by dividing the annual contract cost (fixed cost) by the number of annual input hours to arrive at a contractual cost per hour, this will then be multiplied by the number of hours due to arrive at the fiscal credit.

We are seeking a suitably experienced Supplier who has current experience of working within the Secondary school marketplace, ideally with a strong operational base within South Wales, thus allowing for both adequate contract support and operational flexibility that is to be delivered to support the contract as and when needed during the contract term.

Please see SQ Document for further information.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://litmustms.co.uk/tenders/UK-UK-Newport:-School-cleaning-services./7RZ744HC58>

To respond to this opportunity, please click here:

<https://litmustms.co.uk/respond/7RZ744HC58>

Total value (estimated)

- £1,578,000 excluding VAT
- £1,578,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 August 2025 to 1 August 2031
- 6 years, 1 day

Main procurement category

Services

CPV classifications

- 90919300 - School cleaning services

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Submission type

Tenders

Tender submission deadline

12 May 2025, 1:00pm

Submission address and any special instructions

<https://litmustms.co.uk/respond/7RZ744HC58>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

17 June 2025

Award criteria

| Name | Description | Type | Weighting |
|-------------|---------------------------|-------------|------------------|
| Quality | Long criteria description | Quality | 100% |

Other information

Applicable trade agreements

- Government Procurement Agreement (GPA)
- Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

1.Participation and Written Tender Stage - suppliers must meet the conditions of participation set out in this Tender Notice to advance to the tender stage of the competition and also submit a signed Non-Disclosure Agreement. Tenders will only be marked if an overall combined score of 75% or more has been achieved on the Technical and Professional Ability section and additional question 8.2.

The full tender documentation will be issued along with the SQ document and contract notice on the date specified within the timelines

Tender stage responses will be assessed against the following weighted criteria:

oCleaning Service Delivery15%

oManagement10%

oPeople 10%

oService development10%

oFinance30%

oSocial Value 5%

oPresentation - next stage20%

2.Presentation Stage - the contracting authority intends to shortlist the four highest scoring suppliers from the Written Tender Stage to present to the selection panel.

The presentations will be scored according to the following criteria:

- Confidence in the management team responsible for contract delivery (10%)
- Demonstration of cleaning standards within school building. (5%)
- Cultural fit (5%)

3.Preferred Supplier Stage

The highest scoring supplier after presentations will be invited to:

- Clarify or confirm any commitments made in their tender
- To discuss and seek agreement on how proposals in their tender can best be applied to the service provision to maximise client benefit
- To agree details of KPIs and commitments to be included in the contract

Contracting authority

Bassaleg School

- Public Procurement Organisation Number: PWVQ-8855-NXJP

Forge Rd, Forge Ln, Bassaleg

Newport

NP10 8NF

United Kingdom

Email: tenders@litmuspartnership.co.uk

Region: UKL21 - Monmouthshire and Newport

Organisation type: Public authority - sub-central government