

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/016042-2025>

Tender

Thatcham Town Council Cleaning Services 2025

Thatcham Town Council

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

Notice identifier: 2025/S 000-016042

Procurement identifier (OCID): ocds-h6vhtk-04f87d

Published 17 April 2025, 4:31pm

Changes to notice

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

Scope

Description

Thatcham Town Council is inviting expressions of interest from companies interested in tendering for its Cleaning Services Contract. The contract requires: general cleaning services, keyholding, at a variety of sites across Thatcham in West Berkshire, including our Community Halls and our Council Offices.

From the expressions of interest a shortlist of companies will be invited to submit a full tender.

Submit your expression of interest to Place.Manager@thatchamtowncouncil.gov.uk before 31st March 2025.

Total value (estimated)

- £150,000 excluding VAT
- £170,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 June 2025 to 31 May 2028
- 3 years

Main procurement category

Services

CPV classifications

- 90900000 - Cleaning and sanitation services

Contract locations

- UKJ1 - Berkshire, Buckinghamshire and Oxfordshire
-

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

11 April 2025, 11:59pm

Tender submission deadline

16 May 2025, 11:59pm

Submission address and any special instructions

Tenders to be submitted need to be hand delivered to our Council Offices, Brownsfield Road, Thatcham RG18 3HF

Tenders may be submitted electronically

No

Award criteria

The award will be made after we receive all tender packages. These will be discussed within a working group, including our Councillors, where they will score each individual tender, using scoring criteria such as value, environmental etc.

Procedure

Procedure type

Below threshold - open competition

Special regime

Concession

Documents

Associated tender documents

[Cleaning Service- General Specification- 1st draft 29-01-25.docx](#)

General Specification

[Site Profile 1- Broadway Toilets_revised by KP.docx](#)

Site Profile

[Site Profile 2- Burdwood Community Hall_revised by KP.docx](#)

Site Profile

[Site Profile 3- Council Offices_revised by KP.docx](#)

[Site Profile 4- Frank Hutchings Community Hall_revised by KP.docx](#)

Site Profile

[Site Profile 5- Thatcham Cemetery _Chapel_revised by KP.docx](#)

Site Profile

[Site Profile 6- The Pavilion_revised by KP.docx](#)

Site Profile

Contracting authority

Thatcham Town Council

- Public Procurement Organisation Number: PWCN-9113-XJCH

Council Offices, Brownsfield Road

Thatcham

RG18 3HF

United Kingdom

Email: place.manager@thatchamtowncouncil.gov.uk

Region: UKJ11 - Berkshire

Organisation type: Public authority - sub-central government