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Tender

Invitation to Tender for the provision of Cleaning Services at Chelmer Valley High School

CHELMER VALLEY HIGH SCHOOL

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

Notice identifier: 2026/S 000-019720

Procurement identifier (OCID): ocds-h6vhtk-066297

Published 4 March 2026, 9:16pm

Scope

Description

Chelmer Valley High School has decided to tender their cleaning services to investigate the financial and qualitative benefits they could be offered through this process.

The contract will be awarded for a three-year duration with the option of two additional, one-year extensions.

Aims of the Service and Tender

The key aims of the tender are to:

- Provide a high standard of cleaning.
- Deliver the cleaning services with consistency - good quality assurance systems in place.
- Good communication at local and Operations Manager level with the schools - two-way communication

- Daily interaction with the Premises Manager
- Develop an effective method of handing over any special needs and comments on a daily basis.
- Cleaners to work the hours that best suit the needs of the site and maximise the work completed.
- Training and development of the teams

Timeline:

Contractor to Visit Sites - 15:30 18th March 2026

Clarification Deadline - Friday 27th March 2026

Clarification Return Deadline - Tuesday 31st March 2026

Deadline for return of Tender Responses - 12:00 Thursday 2nd April 2026

Presentation by shortlisted bidders - Thursday 7th May 2026

Contract Awarded by - Monday 18th May 2026

Mobilisation Meeting - w/c 1st June 2026

Contract Commencement - 1st September 2026

Total value (estimated)

- £650,000 excluding VAT
- £780,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 September 2026 to 31 August 2029

- Possible extension to 31 August 2031
- 5 years

Description of possible extension:

The contract will be awarded for a three-year duration with the option of two additional one-year extensions.

Main procurement category

Services

CPV classifications

- 90919300 - School cleaning services

Contract locations

- UKH3 - Essex

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

27 March 2026, 5:00pm

Tender submission deadline

2 April 2026, 12:00pm

Submission address and any special instructions

All submissions should be made via the Red Box Portal at www.redboxportal.com. This is accessible by the client. Maximum file size is 4.5MB. Any files larger than this should be resaved with lower resolution. Portal administrators and clients are unable to access the bids until the deadline has passed.

No attachments will be opened or downloaded until after the tender response deadline. Contractors should receive a confirmation email once files are accessed.

No, We Transfer files will be accepted.

Please complete your intention to bid on the opportunity via the Red Box portal - <https://www.redboxportal.com>.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

18 May 2026

Award criteria

Name	Type	Weighting
Quality	Quality	53%
Cost	Cost	47%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

CHELMER VALLEY HIGH SCHOOL

- Companies House: 07696117
- Public Procurement Organisation Number: PTLT-1944-CXTZ

Chelmer Valley High School Court Road

Chelmsford

CM1 7ER

United Kingdom

Email: emccarthy@chelmer.essex.sch.uk

Website: <https://www.chelmervalleyhighschool.co.uk/>

Region: UKH36 - Heart of Essex

Organisation type: Public authority - sub-central government

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

RED BOX CONSULTANCY SERVICES LIMITED

Summary of their role in this procurement: Consultant running the Tender

- Companies House: 05126781
- Public Procurement Organisation Number: PDBY-5265-PHLM

1 Innisfree Close

North Yorkshire

HG2 8PL

United Kingdom

Email: admin@redboxcs.com

Region: UKE22 - North Yorkshire CC

Contact organisation

Contact RED BOX CONSULTANCY SERVICES LIMITED for any enquiries.