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Tender

Aldgate School Cleaning Tender

The Aldgate School

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

Notice identifier: 2025/S 000-020185

Procurement identifier (OCID): ocids-h6vhtk-051010

Published 9 May 2025, 4:21pm

Scope

Description

The Aldgate School is a successful Church of England Primary School in the Borough of the City of London, with a student population of approximately 242 aged between 3 and 11 years of age. The school is supported by a team of 59 teaching and support staff. There is currently one caretaker directly employed by the school who may transfer under TUPE, subject to further assessment. In addition, there are 4 agency staff currently engaged to support operations, these are not expected to transfer to the successful contractor.

The school is tendering its cleaning services, and they are seeking a professional cleaning contractor to deliver an excellent level of service throughout the year. This contract is new for the school and will be the first time they have outsourced, so proven experience of managing a first-generation contract will be essential.

The contract is scheduled to commence on 27th October 2025, initially spanning three years with an option for both parties to extend the contract for a further two years, (3+1+1) beyond this date by mutual agreement. Any contract extension will be subject to the school's satisfaction and agreement on budgets and service levels.

The estimated turnover for the initial three-year term of the contract is approximately

£300,000.

The contract is focused on consistently high levels of cleaning service and pro-active management. Regular termly and annual reviews throughout the contract duration are mandatory, and a break clause should be included to support both parties in case the relationship does not thrive. The school expects high standards of support and a strong working relationship with the selected bidder.

The procurement process follows a two stage 'Competitive Flexible' approach, beginning with a Procurement Specific Questionnaire (PSQ) stage followed by an Invitation to Tender (ITT) stage after shortlisting.

Total value (estimated)

- £300,000 excluding VAT
- £3,600,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 November 2025 to 31 October 2028
- Possible extension to 31 October 2030
- 5 years

Description of possible extension:

There is an option for both parties to extend the contract for a further two years, (3+1+1) beyond this date by mutual agreement. Any contract extension will be subject to the school's satisfaction and agreement on budgets and service levels.

Main procurement category

Services

CPV classifications

- 90919300 - School cleaning services

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

3 June 2025, 2:00pm

Submission type

Requests to participate

Deadline for requests to participate

10 June 2025, 2:00pm

Submission address and any special instructions

<https://in-tendhost.co.uk/cohesionconsulting/aspx/Home>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

16 September 2025

Award criteria

Name	Description	Type
Cost	35%	Cost
Quality	65%	Quality

Weighting description

Cost is 35% using the CIPFA percentage difference model. Quality is 65% of the total.

Other information

Payment terms

30 days from invoice

Description of risks to contract performance

None

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

The procurement process follows a two stage 'Competitive Flexible' approach, beginning with a Procurement Specific Questionnaire (PSQ) stage followed by an Invitation to Tender (ITT) stage after shortlisting.

Contracting authority

The Aldgate School

- UK Register of Learning Providers (UKPRN number): 100000

St James's Passage, Dukes Place

London

EC3A 5DE

United Kingdom

Contact name: Cohesion Procurement Team

Telephone: +441892251001

Email: info@cohesionconsulting.co.uk

Website: <https://www.thealdgateschool.org/>

Region: UKI31 - Camden and City of London

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.

Cohesion Consulting Ltd

Summary of their role in this procurement: Cohesion are managing the procurement on behalf of the school

- Companies House: 13682273

16 Mount Pleasant

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TN1 1QU

United Kingdom

Contact name: Procurement Team

Telephone: +441892251001

Email: info@cohesionconsulting.co.uk

Website: <http://www.cohesionconsulting.co.uk>

Region: UKJ46 - West Kent

Contact organisation

Contact [Cohesion Consulting Ltd](#) for any enquiries.