

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/021548-2026>

Tender

DBC (SF) Cleaning Services at MBC and KBC

Dacorum Borough Council

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

Notice identifier: 2026/S 000-021548

Procurement identifier (OCID): ocds-h6vhtk-0666c9

Published 10 March 2026, 5:47pm

Scope

Reference

CPU00584

Description

CLEANING SERVICES AT MAYLANDS BUSINESS CENTRE AND KYLNA BUSINESS CENTRE

This is a Competitive Flexible procedure with 2 stages:

Stage One - Procurement Specific Questionnaire – Conditions of Participation Process

Stage Two - The Council's Invitation To Tender

Maylands Business Centre (MBC) this comprises of 3 buildings – Innovation Building, Incubation Building and Extension Building.

Kylna Business Centre (KBC) is a newer development with offices and reception area on the ground floor. The cleaning contract will only relate to the ground floor.

The current supplier who cleans both Maylands Business Centre and Kylna Business Centre has confirmed that TUPE does apply.

The contract will be for a period of 3 years commencing on 1 October 2026 and ending on 30 September 2029 with options to extend for 1+1 further years.

Tender Documents can be downloaded from the portal and any correspondence regarding tenders must be submitted via the portal <https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home> Suppliers must register to use the portal.

Total value (estimated)

- £312,500 excluding VAT
- £375,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 October 2026 to 30 September 2029
- Possible extension to 30 September 2031
- 5 years

Description of possible extension:

After the initial 3 year period, there is an option to extend for one year, followed by the option to extend for a further year.

Main procurement category

Services

CPV classifications

- 90910000 - Cleaning services
 - 90911200 - Building-cleaning services
 - 90919200 - Office cleaning services
-

Submission

Enquiry deadline

27 March 2026, 4:00pm

Submission type

Requests to participate

Deadline for requests to participate

8 April 2026, 12:00pm

Submission address and any special instructions

Tender submissions must be submitted via the portal <https://intendhost.co.uk/supplyhertfordshire.aspx/Home> Suppliers must register to use the portal

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

15 July 2026

Award criteria

Name	Description	Type	Weighting
Quality	Quality relating to 5 questions in the Part C tender response document	Quality	55%
Price	Lowest total price /Total Tender price x 40	Price	40%
Social Value	Social Value relating to Quality the question in the Part C tender response document		5%

Other information

Payment terms

Within 30 days of a valid invoice with a Purchase order number

Description of risks to contract performance

See tender documents

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

Stage One - Procurement Specific Questionnaire – Conditions of Participation Process

The Purpose of this stage is to limit the number of bidders to a maximum of 5-8 bidders that will proceed to Stage Two - the completion of the tender documents..

Documents

Documents to be provided after the tender notice

TUPE information will be provided at stage 2 on receipt of an Non disclosure agreement

Contracting authority

Dacorum Borough Council

- Public Procurement Organisation Number: PGGG-5373-XYZX

The Forum, Marlowes

Hemel Hempstead

HP1 1DN

United Kingdom

Contact name: Sue Foster

Telephone: +441442228000

Email: procurement@dacorum.gov.uk

Region: UKH23 - Hertfordshire

Organisation type: Public authority - sub-central government