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Tender

Mechanical & Electrical Condition Reports

Burnley Borough Council

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

Notice identifier: 2025/S 000-028721

Procurement identifier (OCID): ocds-h6vhtk-052985 ([view related notices](#))

Published 30 May 2025, 11:29am

Scope

Reference

SW/HB

Description

The Council requires condition reports analysing the condition of the M&E services within 32 properties across the Borough.

The reports for each building must cover the following mechanical and electrical installations:

- Heating, Ventilation and Air Conditioning (HVAC) systems: This includes boilers, chillers, air handling units, ductwork, fans and filters.
- Electrical systems: This includes switchgear, distribution boards, cables, lighting and emergency lighting systems.
- Plumbing and drainage systems: This includes hot and cold-water supplies, drainage systems, pumps and tanks.

- Fire detection and suppression systems: This includes smoke detectors, sprinklers, fire alarms and extinguishers.
- Lifts and escalators: This includes all lift installations and escalators in the building.

The scope of service for each element should consist of:

- Plant Condition RAG.
- Current effectiveness of the plant.
- Date of installation against the CIBSE Guide M tables for typical plant replacement requirements.
- Areas of corrosion.
- Areas of system malfunction. Size of the plant and pipework.
- Evaluate M&E test certificates and highlight any missing compliance documentation.
- Photographic evidence of defects.
- Summary of required action.
- Budget costs for replacements.
- Option appraisals (where practical).

Where available, asset registers, as installed drawings, equipment handbooks, maintenance records and Operation & Maintenance manuals will be made available to help compile the required outputs, including Life Cycle Cost Analysis.

Tenders are invited from organisations that have the necessary resources, ability, and experience to meet the Council's requirements. It is anticipated that the contract will start in August 2025.

Total value (estimated)

- £60,000 excluding VAT
- £72,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 4 August 2025 to 27 February 2026
- 6 months, 24 days

Main procurement category

Services

CPV classifications

- 71315300 - Building surveying services

Contract locations

- UKD46 - East Lancashire

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

13 June 2025, 3:00pm

Submission address and any special instructions

<https://www.the-chest.org.uk/>

Tenders may be submitted electronically

Yes

Award criteria

Name	Type	Weighting
Contract Price / Fee	Price	60%
Quality Method Statements	Quality	40%

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Burnley Borough Council

- Public Procurement Organisation Number: PXCG-1649-DCLV

Town Hall, Manchester Rd

Burnley

BB119SA

United Kingdom

Email: procurement@burnley.gov.uk

Region: UKD46 - East Lancashire

Organisation type: Public authority - sub-central government