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Tender

## Guestroom Cleaning

UNIVERSITY OF LANCASTER

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

Notice identifier: 2025/S 000-035176

Procurement identifier (OCID): ocds-h6vhtk-0553a2

Published 25 June 2025, 4:05pm

## Scope

## Reference

SP/25/1412

## Description

The requirement is to manage the cleaning services of the 80 bedrooms in the Guest Rooms block 7 days a week, all year round. They only shut during the Easter and Christmas period when the University closes. We expect the successful supplier to be able to clean the guest rooms 7 days a week over the year, and plan for the times of the year when the Guest Rooms are at full occupancy (June-September). Plus, over the vacation periods, support with the cleaning of any student blocks that are sold externally to visitors.

Cleaning services includes

- Full room clean upon departure
- Room refresh during stay

- Cleaning of communal areas such as foyer areas and corridors
- Shared kitchens
- Deep cleaning

### **Total value (estimated)**

- £150,000 excluding VAT
- £180,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 October 2025 to 30 September 2027
- Possible extension to 30 September 2029
- 4 years

Description of possible extension:

The initial contract term will be 24 months, plus 12 months plus 12 months (extension dependent on service quality and mutual agreement).

### **Main procurement category**

Services

### **CPV classifications**

- 90911100 - Accommodation cleaning services

## **Contract locations**

- UKD - North West (England)

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## **Participation**

### **Legal and financial capacity conditions of participation**

As set out in the Tender Documents

### **Technical ability conditions of participation**

As set out in the Tender Documents

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Tender submission deadline**

23 July 2025, 10:00am

## **Submission address and any special instructions**

This ITT has been made available to potential tenderers through the University's electronic tendering (e-tendering) portal:

In-tend

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

Tenderers must submit their responses to the ITT through this same portal.

In-Tend Support:

Phone: 0845 557 8079

E-mail: [support@in-tend.com](mailto:support@in-tend.com)

Web : <https://in-tendhost.co.uk/lancaster.aspx/Help>

## **Tenders may be submitted electronically**

Yes

## **Languages that may be used for submission**

English

## **Award decision date (estimated)**

4 August 2025

## **Recurring procurement**

Publication date of next tender notice (estimated): 25 June 2027

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## Award criteria

Name	Type	Weighting
Quality	Quality	60%
Price	Price	40%

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## Other information

### Conflicts assessment prepared/revised

Yes

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## Procedure

### Procedure type

Open procedure

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## Documents

### Associated tender documents

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

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Tenderers must submit their responses to the ITT through the portal.

All aspects (documents/attachments/responses) of the tender return can and must be submitted via the e-tendering portal.

Use of the portal does not require the purchase of high specification IT equipment or connections, nor high level personal IT skills/capabilities. Access to the portal and advice/training is free of charge. Advice is available on system use only, and not for basic IT skills or software set up.

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The University is committed to utilising this portal for all current and future business/procurement opportunities. Users only need register (for free) with the portal once to obtain long term access to the University's tender information.

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## **Contracting authority**

### **UNIVERSITY OF LANCASTER**

- Companies House: RC000657
- Public Procurement Organisation Number: PHYT-3516-XDZY

Bailrigg

Lancaster

LA1 4YW

United Kingdom

Email: [tenders@lancaster.ac.uk](mailto:tenders@lancaster.ac.uk)

Website: <http://https://www.lancaster.ac.uk>

Region: UKD44 - Lancaster and Wyre

Organisation type: Public authority - sub-central government