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Tender

Crawley Borough Council - Bus Shelters and Free Standing Units Concession Contract 2026

Crawley Borough Council

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

Notice identifier: 2025/S 000-038525

Procurement identifier (OCID): ocds-h6vhtk-055bd5

Published 9 July 2025, 11:37am

Scope

Description

Crawley Borough Council is seeking a Contractor to provide and maintain high quality, safe and secure bus passenger waiting facilities (bus shelters), that are kept clean and well maintained throughout the Contract term (15 years commencing 7th July 2026), to encourage passenger growth, and helping achieve the aspirations of the National Bus Strategy, West Sussex County Council's Bus Service Improvement Plan, and the Campaign for Better Transport's National Bus Stop Standard. The service element of the contract is specifically for the supply, installation, maintenance and cleaning of Bus Shelters and Advertising Display Screens in Crawley. The Concessionaire shall supply, install, maintain and clean all the New Bus Shelters and New Advertising Display Screens to the standards required of the Council. Included in this contract opportunity are the Free Standing Units in Crawley.

In return, the Council is offering the Concessionaire the advertising display rights associated with its borough-wide network of bus shelters. The rights available will allow for the operation of Advertising Display Screens on bus shelters within the administrative boundary of Crawley Borough Council. Planning permission and advertising consent would be needed

for any proposed changes to the advertising units, or for additional shelters to be considered for advertising. In addition, the rights available will allow the installation of free-standing double-sided 6-sheet digital units (FSU's) within Crawley borough. The installation of all FSU's will require planning permission and advertising consent. The concession element of the contract shall therefore involve the Concessionaire installing and selling the space upon Advertising Display Screens on Bus Shelters and a concession of Digital 6-sheet free-standing units.

Prior to the launch of this procurement exercise, a soft market exercise was conducted (under the Public Contract Regulations 2015 as it was conducted before the Procurement Act 2023 came into effect) as per the following notice: 2024/S 000-038700

Total value (estimated)

- £10,000,000 excluding VAT
- £12,000,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 7 July 2026 to 6 July 2041
- 15 years

Main procurement category

Services

CPV classifications

- 44212321 - Bus shelters
- 50000000 - Repair and maintenance services
- 79341200 - Advertising management services
- 90600000 - Cleaning and sanitation services in urban or rural areas, and related services

Contract locations

- UKJ28 - West Sussex (North East)

Submission

Enquiry deadline

24 July 2025, 6:00pm

Submission type

Requests to participate

Deadline for requests to participate

7 August 2025, 1:00pm

Submission address and any special instructions

How to obtain the Procurement Documents

Interested parties should register their interest in the project via the In-Tend website <https://in-tendhost.co.uk/sesharedservices.aspx/Tenders/Current>. The Procurement documents can be accessed when logged into In-Tend by selecting 'View Details' on the relevant tender advert and clicking the 'Express Interest' tab. Once in the tender there are five tabs, namely 'Tender', 'ITT - documents', 'Correspondence', 'Clarifications' and 'History'.

Select the 2nd tab (ITT - documents) where you will find useful information under 'Tender Details'. Continue to scroll down to the heading 'Tender Documents Received' where you will be able to view / download the documents. Please download all the documents and read very carefully.

Opting In and Opting Out

Please note you are required to 'Opt In' before you can access the 'My tender Return' to start populating your response.

The 'Opt Out' functionality will also be available throughout the duration of the tender process. Opting out will give you the option of declaring you no longer want to receive any further communication in relation to this tender along with the opportunity of providing comments and feedback for this decision.

You can choose to 'Opt In' at any time during the tender process if you initially decided to 'Opt Out'.

Further Guidance

In addition, guidance on how to participate in a tender, download and upload documents / returns and if required, register your company (free of charge) can be found on the In-tend site under the 'Help' or 'Information for Suppliers' buttons.

Receiving Notification Emails

To ensure you receive email alerts and notifications from our system, please add the email domain '@in-tendorganiser.co.uk' to your Safe Senders list.

Central Digital Platform Supplier Share Code

You will be asked to provide a Central Digital Platform Supplier Share Code but please be advised you will have the option to share a PDF upload as well. For further information on

getting setup on the Central Digital Platform, please consult the guidance at <https://www.gov.uk/government/publications/procurement-act-2023-short-guides/suppliers-how-to-register-your-organisation-and-first-administrator-on-find-a-tender-in-three-easy-steps-html>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

9 April 2026

Award criteria

Name	Description	Type
Simple description	Price 40%; Quality 60%. A full description of the award criteria, to be applied at the final tender stage of this procurement exercise, is included in the procurement documents.	Price

Weighting description

Price 40%; Quality 60%. A full description of the award criteria, to be applied at the final tender stage of this procurement exercise, is included in the procurement documents.

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Special regime

Concession

Competitive flexible procedure description

This Competitive Flexible procurement exercise shall include the following stages:

1) Invitation to Participate Stage (this stage)

2) Invitation to Submit Initial Tender Stage (to be run with up to three suppliers shortlisted from the first stage)

3) Dialogue Stage

4) Invitation to Submit Final Tender Stage

Contracting authority

Crawley Borough Council

- Public Procurement Organisation Number: PRCZ-5935-JVMN

The Create Building, The Boulevard

Crawley

RH10 1UZ

United Kingdom

Email: procurement@crawley.gov.uk

Website: <http://www.crawley.gov.uk>

Region: UKJ28 - West Sussex (North East)

Organisation type: Public authority - sub-central government