

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/039434-2025>

Tender

Harris Federation Lettings Requirement for Five Academy Schools (individual Lots)

Harris Federation

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

Notice identifier: 2025/S 000-039434

Procurement identifier (OCID): ocids-h6vhtk-055e0c

Published 11 July 2025, 5:49pm

Scope

Reference

HF2025 LETTINGS

Description

This tender seeks proposals from interested parties for the use of our school facilities for community activities. Our goal is to maximise the use of our resources to benefit local communities while maintaining the integrity of our educational environments and generating income for that purpose.

The initial contract term is 3 years and provides for x2 options to extend for a further 2 years (3 years initially+2+2 to a maximum of 7 years in total).

The anticipated Contract start date is November 2025

1.2.3 The purpose of this ITT is to:

Elicit competitive tenders for evaluation;

Enable Bidders to demonstrate their experience and expertise and their suitability for our requirement; and

Enable the Federation to select a provider offering the most economically advantageous tender.

Total value (estimated)

- £458,300 excluding VAT
- £550,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 17 November 2025 to 16 November 2028
- Possible extension to 16 November 2029
- 4 years

Description of possible extension:

There is a KPI sheet to monitor service delivery throughout the contract. If at contract end there are no issues then the contract can be extended.

Main procurement category

Services

CPV classifications

- 98000000 - Other community, social and personal services

- 70130000 - Letting services of own property
-

Lot Lot 1 . Harris Academy Clapham

Description

Letting provision for this school

Lot value (estimated)

- £80,000 excluding VAT
- £120,000 including VAT

Same for all lots

CPV classifications and contract dates are shown in the Scope section, because they are the same for all lots.

Lot Lot 2. Harris Academy Rainham

Description

Lettings provision for this school

Lot value (estimated)

- £100,000 including VAT

Same for all lots

CPV classifications and contract dates are shown in the Scope section, because they are the same for all lots.

Lot Lot 3 . Harris Academy Ockendon

Description

Lettings provision for spaces in this school

Lot value (estimated)

- £80,000 excluding VAT
- £120,000 including VAT

Same for all lots

CPV classifications and contract dates are shown in the Scope section, because they are the same for all lots.

Lot Lot 4. Harris Lowe Academy Willesden

Description

Lettings provision for aspaces in this school.

Lot value (estimated)

- £80,000 excluding VAT
- £120,000 including VAT

Same for all lots

CPV classifications and contract dates are shown in the Scope section, because they are the same for all lots.

Lot Lot 5 . Harris Primary South Kenton**Description**

Lettings provision for spaces in this school

Lot value (estimated)

- £60,000 excluding VAT
- £90,000 including VAT

Same for all lots

CPV classifications and contract dates are shown in the Scope section, because they are the same for all lots.

Participation

This procurement is reserved for

- Suppliers from Croydon
- Small and medium-sized enterprises (SMEs) and voluntary, community and social enterprises (VCSEs)

Particular suitability

Lot Lot 1 . Harris Academy Clapham

Lot Lot 2. Harris Academy Rainham

Lot Lot 3 . Harris Academy Ockendon

Lot Lot 4. Harris Lowe Academy Willesden

Lot Lot 5 . Harris Primary South Kenton

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Enquiry deadline

6 August 2025, 11:59pm

Tender submission deadline

24 September 2025, 11:59pm

Submission address and any special instructions

<https://app.panacea-software.com/harris/eRFX/Notices>

Tenders may be submitted electronically

Yes

Award criteria

There are health and safety and Keeping Children safe in education plus fire risk assessment areas to abide by and then it will be revenue to the school decided by largest revenue amount.

Procedure

Procedure type

Below threshold - open competition

Special regime

Light touch

Contracting authority

Harris Federation

- Companies House: 06228587

4th Floor Norfolk House, Wellesley Road, Croydon

Croydon

CR0 1LH

United Kingdom

Contact name: Daveed Morris

Email: d.morris1@hfed.net

Region: UKI62 - Croydon

Organisation type: Public undertaking (commercial organisation subject to public authority oversight)