

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/039546-2025>

Tender

5370 - Glyngaer Primary School - Access Controls

Caerphilly County Borough Council

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

Notice identifier: 2025/S 000-039546

Procurement identifier (OCID): ocds-h6vhtk-055e59

Published 14 July 2025, 11:46am

Scope

Reference

RQST14523

Description

You are invited to submit a tender for the INSTALLATION OF ACCESS CONTROLS TO GLYN-GAER PRIMARY SCHOOL. The scope of the project is fully described in Tender Documentation but in summary, the scope is:

- Install Audio Visual access controls with card / fob reader to numerous gates as defined in the Drawings and Specifications.
- All related wiring and containment
- Integration with the fire alarm system
- Integration with existing access control system

Works to commence and complete during the summer school holidays.

Total value (estimated)

- £35,000 excluding VAT
- £42,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 4 August 2025 to 15 September 2025
- 1 month, 12 days

Main procurement category

Works

CPV classifications

- 45000000 - Construction work
- 42160000 - Boiler installations
- 44621000 - Radiators and boilers
- 71314310 - Heating engineering services for buildings
- 42520000 - Ventilation equipment

- 42500000 - Cooling and ventilation equipment
- 39563530 - Ventilation ducting
- 51100000 - Installation services of electrical and mechanical equipment
- 71321000 - Engineering design services for mechanical and electrical installations for buildings
- 71300000 - Engineering services
- 31524000 - Ceiling or wall light fittings

Contract locations

- UKL16 - Gwent Valleys

Participation

Conditions of participation

As prescribed on the e-tender portal

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

24 July 2025, 5:00pm

Tender submission deadline

28 July 2025, 12:00pm

Submission address and any special instructions

<https://supplierlive.proactisp2p.com/Account/Login>

REGISTERING AN INTEREST IN THE SELL2WALES NOTICE IS NOT REGISTERING AN INTEREST IN THIS TENDER YOU MUST FOLLOW THE INSTRUCTIONS BELOW IN ORDER TO SUBMIT A TENDER:

1. Log in to the Proactis Supplier Portal at:
<https://supplierlive.proactisp2p.com/Account/Login> ;
2. Click the Sign Up option on the Portal homepage (If already registered go to point 11);
3. Enter your correct Organisation Name, Details and Primary Contact Details;
4. Make a note of the Organisation ID and User Name, then click Register;
5. You will then receive an email from the system asking you follow a link to activate your account;
6. Enter the information requested, clicking on the blue arrow to move on to the next stage and follow the instructions ensuring that you enter all applicable details;
7. In the Classification section ensure that you select the Product Classification Codes (CPV Codes) that appear in the tender notice, it is essential that only CPV Codes specific to your organisation are added to your profile;

8. Buyer Selection - At this stage you are required to indicate which Buyer Organisations you would like to register with. Remember to register with Caerphilly this ensures that you will be alerted to all relevant opportunities;

9. Terms and Conditions - Read the terms and conditions of the use of this Supplier Portal and tick the box to denote you have read and understood the terms and that you agree to abide by them. If you do not agree you cannot complete the registration process. Once you have agreed click on the blue arrow to move on to the next stage;

10. Insert a password for the admin user and repeat it. The password Must be between 6 and 50 characters in length. It must contain at least 2 number(s). Once completed select Complete Registration and you will enter the Supplier Home page;

11. From the Home Page, go to the Opportunities icon, all current opportunities will be listed. Click on the blue arrow under the field Show Me of the relevant opportunity then click to register your interest on the applicable button;

12. Refresh your screen by clicking on the opportunities icon located on the left hand side, to view the opportunity click the blue arrow;

13. Note the closing date for completion of the relevant project. To find all available documentation drop-down the Request Documents option and click to download all documents;

14. You can now either complete your response or Decline this opportunity.

All queries are to be made via the messaging system on the Proactis portal. We will not accept any questions/queries via telephone/email.

Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type
Total Cost of Project	Lowest Total Cost of Project that is compliant to the conditions and specification	Cost

Weighting description

Lowest cost compliant with conditions and specification

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Caerphilly County Borough Council

- Public Procurement Organisation Number: PWHP-2369-JPYL

Penallta House, Tredomen Park

Hengoed

CF82 7PG

United Kingdom

Contact name: Fran Gully

Telephone: +441443863069

Email: gullyf@caerphilly.gov.uk

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

Region: UKL16 - Gwent Valleys

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales