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Tender

The Circle Trust - Cleaning Tender

The Circle Trust

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

Notice identifier: 2025/S 000-040887

Procurement identifier (OCID): ocds-h6vhtk-056097

Published 17 July 2025, 12:06pm

Changes to notice

This notice has been edited. The [previous version](#) is still available.

Correction of reference to catering changed to cleaning. For clarity this is a cleaning tender.

Scope

Description

The Circle Trust is an educational charity, that exists to do one thing, to promote

education for the public benefit. We are a community of schools that have shared values and an essential common ethos and vision for education and learning. Our shared goal is to provide the best educational outcomes for our children and young people, from nursery to sixth form. At the centre of our work together is improving the educational outcomes for our pupils. We deliberately use the term "educational outcomes" to highlight that we value education in the widest sense whilst balancing our ambition to seek the highest academic performance. We seek a cleaning contractor who will work in partnership with us and who will mirror our highest standards. More information with regards to Circle Trust can be obtained here: <https://thecircletrust.co.uk/>

Tender information:

Our Schools:

1. Badgemore Primary School
2. Emmbrook Infant School
3. Emmbrook Junior School
4. Nine Mile Ride Primary School
5. Shinfield Infant and Nursery School
6. St Crispin's Secondary School
7. The Emmbrook School (Secondary)
8. Wescott Infant School
9. Westende Junior School
10. The Hawthorns Primary School
11. Owlsmoor Primary School

All 11 schools listed above (2 secondary and 9 primary schools) - are participating in this tender. Please note this is a growing Trust where additional schools may join during this tender process. Please note that any other schools not listed above that may join the Trust during the tenure of this new cleaning contract may, at the Trust's discretion, be added to this contract

The successful tenderer will be required to provide excellent cleaning services to the schools.

The contract term being tendered for 3 years, from 01/04/2026 - 31/03/2029. There is an option for a further extension period for up to two additional years to 31/03/2031. Please note Owlsmoor Primary School will commence 01/11/2026.

The contract offers an excellent opportunity to review and propose enhancements to the current cleaning services at the schools. This includes both core term time cleaning and periodic deep cleaning throughout the year.

The Trust is keen to secure a high quality cleaning service whereby its students are able to enjoy excellence in education, supported by excellently kept facilities.

The Trust expects both a tightly managed service and high levels of productivity to be delivered by the cleaning staff at all times, and the Trust expects a management style delivered by the successful contractor that supports, encourages and develops the cleaning staff.

The Trust is not obliged to accept the lowest price submitted for this tender, rather the Trust is keen to secure best value from this contract and to deliver best value to its students. Innovative and creative ideas as to how the cleaning services can be developed and improved, will be welcomed. The Trust seeks a contractor that is keen to work in partnership and who will deliver to its highest abilities, at all times.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=966678990>

Total value (estimated)

- £3,367,175 excluding VAT
- £4,040,610 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2029
- Possible extension to 31 March 2031

- 5 years

Description of possible extension:

The contract may be extended from 31/03/2029 for up to a maximum of 2 years to 31/03/2031

Main procurement category

Services

CPV classifications

- 90919300 - School cleaning services

Contract locations

- UKJ11 - Berkshire

Participation

Particular suitability

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

Submission

Enquiry deadline

22 August 2025, 12:00pm

Submission type

Tenders

Deadline for requests to participate

22 August 2025, 12:00pm

Submission address and any special instructions

<https://www.delta-esourcing.com/respond/X724M3Z455>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

29 January 2026

Award criteria

Name	Type	Weighting
Quality	Quality	65%
Price	Price	35%

Other information

Applicable trade agreements

- Government Procurement Agreement (GPA)
- Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

This procurement will run under the Competitive Flexible Procedure. This will follow a two stage approach, with stage 1 being the Procurement Specific Questionnaire (PSQ). Here a minimum of 5 candidates (or less, in the event less than 5 meet the minimum criteria)

and a maximum of 10 candidates, will progress to stage 2. Any selection of tenderers will be based solely on the criteria set out for the procurement and a minimum 60% score must be achieved. Step 2 will be the Invitation to Tender (ITT) after shortlisting where the evaluation of tender response will be set as 35% price and 65% quality.

Contracting authority

The Circle Trust

- Public Procurement Organisation Number: PPXQ-7187-WMQH

The Oval Office, c/o St Crispins School, London Road, Wokingham

Berkshire

RG40 1SS

United Kingdom

Contact name: Riva Partnership

Telephone: +44 1252 977017

Email: tenders@rivapartnership.co.uk

Region: UKJ11 - Berkshire

Organisation type: Public authority - sub-central government

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

RIVA Partnership Ltd

Summary of their role in this procurement: Procurement Consultancy supporting the Contracting Authority

- Public Procurement Organisation Number: PPWL-9222-MYRJ

Hones Business Park, 1 Waverley Lane

Farnham

GU9 8BB

United Kingdom

Contact name: Rachel OGrady

Telephone: 01252 977017

Email: tenders@rivapartnership.co.uk

Region: UKJ25 - West Surrey

Contact organisation

Contact The Circle Trust for any enquiries.