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Award

Servicing and Maintenance of Building Management Systems

THE UNIVERSITY OF CHICHESTER

UK6: Contract award notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-056635

Procurement identifier (OCID): ocds-h6vhtk-055e39 ([view related notices](#))

Published 15 September 2025, 3:28pm

Scope

Reference

TND-0001135

Description

The University of Chichester has a requirement for a suitably qualified contractor to undertake maintenance and servicing of our Building Management Systems.

The University is located on two sites in West Sussex, one being the Bognor Regis Campus in Upper Road, Bognor Regis and other at the Bishop Otter Campus in College Lane, Chichester, plus Stockbridge E, Stockbridge Road, Chichester and other 'Managed' properties. It should be noted that the University

operates a non-smoking policy.

Current Service Operations

The contract will operate for 52 weeks a year. Contractors are required to submit a

detailed programme and schedule for all periodic servicing of Building Management Systems before the start of the contract year, to be agreed with the University

Access Arrangements

Services normally take place between Monday and Friday after 0900 hours and before 1800 hours in all residential and communal areas

Arrangements for alterations to these times will be made by agreement with the Supervising Officer before commencing operations.

Entry to any building or student room is by appointment only, arranged by the Estate Management Department. The contractor is required to give the University's Estate Management Department 48 hours' notice minimum of its intention to carry out a service visit.

A full specification of works is available and marked Appendix 2. A schedule list of current systems is available and marked Appendix 3. Maintenance documents for automatic control valves and actuators are provided in Appendix 6. Maintenance documents for optimisers and compensators are provided in Appendix 7. These documents should be read and understood.

Contract 1

Supplier

- SAUNDERS SPECIALISED SERVICES LIMITED

Contract value

- £48,078 including VAT

Below the relevant threshold

Award decision date

15 September 2025

Earliest date the contract will be signed

1 October 2025

Contract dates (estimated)

- 1 October 2025 to 30 September 2028
- Possible extension to 30 September 2030
- 5 years

Description of possible extension:

An option is included for a 24 month extension to the 3 year initial contract. This will be at the mutual agreement between parties.

Main procurement category

Services

CPV classifications

- 50710000 - Repair and maintenance services of electrical and mechanical building installations

Contract locations

- UKJ27 - West Sussex (South West)
-

Information about tenders

- 8 tenders received
 - 8 tenders assessed in the final stage:
 - 7 submitted by small and medium-sized enterprises (SME)
 - 0 submitted by voluntary, community and social enterprises (VCSE)
 - 1 supplier awarded contracts
 - 7 suppliers unsuccessful (details included for contracts over £5 million)
-

Procedure

Procedure type

Below threshold - open competition

Supplier

SAUNDERS SPECIALISED SERVICES LIMITED

Unit 7 Minster Court, Courtwick Lane, Wick

Littlehampton

BN17 7RN

United Kingdom

Email: sales@saunders-heating.co.uk

Region: UKJ27 - West Sussex (South West)

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1

Contracting authority

THE UNIVERSITY OF CHICHESTER

- Companies House: 04740553
- Public Procurement Organisation Number: PPPG-3697-WRBH

Bishop Otter Campus

Chichester

PO19 6PE

United Kingdom

Email: tenders@chi.ac.uk

Region: UKJ27 - West Sussex (South West)

Organisation type: Public authority - sub-central government