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Tender

Invitation to Tender for the provision of Cleaning Services at Bishop Stopford School

BISHOP STOPFORD SCHOOL

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

Notice identifier: 2025/S 000-061849

Procurement identifier (OCID): ocids-h6vhtk-05a726

Published 2 October 2025, 3:39pm

Scope

Description

You are hereby invited to tender for the Cleaning contract at Bishop Stopford School. Please ensure that you are fully conversant with the Specification, Terms and Conditions of Contract.

The key aims of the tender are to:

- * Provide a high standard of cleaning.
- * Deliver the cleaning services with consistency - good quality assurance systems in place.
- * Good communication at local and Operations Manager level with the school - two-way communication
- * Daily interaction with the School Business Manager
- * Develop an effective method of handing over any special needs and comments on a daily basis.

* Cleaners to work the hours that best suit the needs of the site and maximise the work completed.

* Training and development of the teams

This does not imply that this is not happening now - these are the aims of the contract.

Tender Timescale:

Place Advert on Find a Tender and Red Box Portal - Late September 2025

Contractor to Visit Sites - w/c 27th October or 3rd November 2025

Clarification Deadline - Friday 14th November 2025

Clarification Return Deadline - Friday 21st November 2025

Deadline for return of Tender Responses - Friday 28th November 2025

Evaluation of Responses - (Red Box) - Monday 1st December 2025

Presentation by shortlisted bidders - Wednesday 10th December 2025

Contract Awarded by - Tuesday 16th December 2025

Mobilisation Meetings - During January 2026

Contract Commencement - 1st April 2026

Total value (estimated)

- £930,000 excluding VAT
- £1,116,000 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 will be awarded for a three-year duration with the option of two additional, one-year extensions.

The financial structure of the contract is designed to reflect the schools' aims to reward the Contractor in a fair manner and based upon contract delivery and to have an open-book agreement that is easily auditable.

Main procurement category

Services

CPV classifications

- 90919300 - School cleaning services

Contract locations

- UKF2 - Leicestershire, Rutland and Northamptonshire

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

28 November 2025, 11:59pm

Submission address and any special instructions

All submissions should be made via the Red Box Portal at www.redboxportal.com. This is accessible by the client. Maximum file size is 4.5MB. Any files larger than this should be resaved with lower resolution. Portal administrators and clients are unable to access the bids until the deadline has passed.

No attachments will be opened or downloaded until after the tender response deadline. Contractors should receive a confirmation email once files are accessed.

No, We Transfer files will be accepted.

Please complete your intention to bid on the opportunity via the Red Box portal - <https://www.redboxportal.com>.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

16 December 2025

Award criteria

Name	Type	Weighting
Cost	Cost	50%
Quality	Quality	50%

Other information**Conflicts assessment prepared/revised**

Yes

Procedure**Procedure type**

Open procedure

Contracting authority

BISHOP STOPFORD SCHOOL

- Companies House: 07698789
- Public Procurement Organisation Number: PQCL-7719-CRZT

Bishop Stopford C Of E School, Headlands,,Kettering,NN15 6BJ

Kettering

NN15 6BJ

United Kingdom

Contact name: Dean Douthwaite / Neil Meadows

Email: admin@redboxcs.com

Region: UKF25 - North Northamptonshire

Organisation type: Public authority - sub-central government