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Tender

## **Provision of Washroom Services**

The Council of the Borough of Kirklees

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

Notice identifier: 2025/S 000-065030

Procurement identifier (OCID): ocds-h6vhtk-055b5d ([view related notices](#))

Published 14 October 2025, 9:55am

## **Scope**

## **Reference**

KMCFM-040

## **Description**

Tenders are invited by the Council from Suppliers with relevant experience and ability to demonstrate sufficient capacity for the provision of Provision of Washroom Services (the "Services").

The council is seeking a Service Provider capable of delivering the provision of Sanitary Bins, Nappy Bins, and Sharps Bins/Containers for Washroom Services. Additionally, the provider should be able to supply any other rental items required by the services at an agreed price upon request.

The council may require addition bin collections on an ad-hoc basis and have the right to remove sites or bin collections if necessary.

## **Total value (estimated)**

- £375,000 excluding VAT
- £450,000 including VAT

Above the relevant threshold

## **Contract dates (estimated)**

- 1 June 2026 to 31 May 2029
- Possible extension to 31 May 2031
- 5 years

Description of possible extension:

The Council may, by giving written notice to the Contractor prior to the last day of the Initial Contract Period, extend this Contract for two further periods of twelve months provided that the aggregate time that this Contract is extended for does not exceed twenty four Months beyond the Initial Contract Period.

## **Options**

The right to additional purchases while the contract is valid.

The Supplier will provide the Service in accordance with the Specification. Additional bins and collections may be required on an ad-hoc basis, and the Council may update the site locations giving the Supplier 1 months' notice. The council also has the right to remove bin collections and sites where required.

## **Main procurement category**

Services

## **CPV classifications**

- 34928480 - Waste and rubbish containers and bins
- 44613800 - Containers for waste material
- 90524000 - Medical waste services

## **Contract locations**

- UK - United Kingdom

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## **Participation**

### **Legal and financial capacity conditions of participation**

As stated in the procurement documents that are available for interested suppliers to access at <https://uk.eu-supply.com/login.asp?B=YORTENDER>

### **Technical ability conditions of participation**

As stated in the procurement documents that are available for interested suppliers to access at <https://uk.eu-supply.com/login.asp?B=YORTENDER>

### **Particular suitability**

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

### **Enquiry deadline**

29 October 2025, 1:00pm

### **Submission type**

Tenders

### **Tender submission deadline**

12 November 2025, 1:00pm

### **Submission address and any special instructions**

<https://uk.eu-supply.com/login.asp?B=YORTENDER>

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

### **Award decision date (estimated)**

19 January 2026

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## Award criteria

Name	Description	Type	Weighting
Price	Detailed information on Price Award Criteria is available in the procurement documents that are available for interested suppliers to access at <a href="https://uk.eu-supply.com/login.asp?B=YORTENDER">https://uk.eu-supply.com/login.asp?B=YORTENDER</a>		60%
Quality	Detailed information on Quality Award Criteria is available in the procurement documents that are available for interested suppliers to access at <a href="https://uk.eu-supply.com/login.asp?B=YORTENDER">https://uk.eu-supply.com/login.asp?B=YORTENDER</a>		40%

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## Other information

### Payment terms

The payment terms are outlined within the procurement documents and are available for interested suppliers to access at <https://uk.eu-supply.com/login.asp?B=YORTENDER>

### Conflicts assessment prepared/revised

Yes

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## **Procedure**

### **Procedure type**

Competitive flexible procedure

### **Competitive flexible procedure description**

The Most Advantageous Tender ("MAT") will be identified by a two stage process:

Stage 1 - Tender Stage:

Step 1 - Completeness and Compliance Checks:

Submitted Tenders will initially be checked for compliance with the instructions provided, including confirmation that the documents have been completed fully and correctly and have been signed as requested. Failure to correctly complete and sign all the relevant documentation may result in your Tender being treated as non-compliant and the Tender may be eliminated from the process at this stage and not considered further.

Where a Tender Submission is received from a Tenderer who is not registered on the Central Digital Platform and/or who has not submitted up-to-date core supplier information on the Central Digital Platform, their submission will be rejected from the tender process and no further evaluation will be undertaken.

Step 2 - Excluded and Excludable Suppliers:

The Council will confirm that neither the Supplier or any connected persons, associated persons or proposed sub-contractors are listed on the Cabinet Office Debarment List. To the extent that any such entities are listed on the Debarment List, the Council will consider whether to exclude the Supplier from participating in the procurement process.

In addition, the Council will consider whether any Supplier or connected persons, associated persons relied on to meet the conditions of participation, or proposed sub-contractors are excluded or excludable Supplier, providing the Supplier reasonable opportunity to make representations and provide evidence as is proportionate to the circumstances. If the Supplier is an excluded or excludable Supplier only by virtue of an

associated or proposed sub-contractor, the Council will notify the Supplier of its intention to exclude the Supplier and provide the Supplier with reasonable opportunity to replace the associated person or sub-contractor.

Where a Supplier is an excluded Supplier on either of the above grounds, no further evaluation of the tender submission will be undertaken.

### Step 3 - Assessment of Conditions of Participation:

The suitability of Suppliers will be assessed in accordance with the specified Conditions of Participation contained within the Procurement Specific Questionnaire. This will be marked purely on a pass or fail basis to ensure that the Supplier is able to meet the Council's minimum requirements. Tenderers who do not indicate that they meet the Council's minimum Conditions of Participation may be excluded from the process at this stage.

### Step 4 - Quality, Price Assessment:

All submitted Tenders which have not been rejected during the previous steps will be assessed to identify the Most Advantageous Tender. The Council will determine the Most Advantageous Tender by applying the Award Criteria which is more fully described in the Tender Documents. The basis of the Council's Award Criteria will be based on 40% Quality and 60% Price.

### Step 5 - Identification of Preferred Supplier:

The final scores will be added together to produce a total score for each Tenderer which will determine ranking, and the Preferred Supplier will be identified. The Preferred Supplier will be the Supplier whose submission scored the highest at Stage 1 Step 4.

### Step 6 - Notify Unsuccessful Suppliers:

Suppliers who were not selected as the Preferred Supplier will not continue in the procurement process. The Council may choose to notify Suppliers that they have been unsuccessful at this, or any, stage of the procurement process and provide them with an Assessment Summary (but does not bind itself to do so).

### Stage 2 - Preferred Supplier Stage:

#### Step 1 - Preferred Supplier Due Diligence (1):

As part of the due diligence process, the supplier information provided on the Central Digital Platform and/ or responses to the Procurement Specific Questionnaire of the Preferred Supplier will be verified, and any required certification and evidence will be

requested.

Where certain levels of insurance are required and Suppliers do not currently hold these, they will be required to provide evidence (for example, a quotation from an insurance provider) that they will be able to obtain the insurance, if awarded the contract.

The Council reserves the right to use other sources of information alongside those provided as part of the Tender to determine the financial stability of the top scoring Tenderer, namely a financial assessment or credit check. If this suggests that there may be an issue with the Tenderer's financial standing, the Council will always follow this up with the top scoring Tenderer before coming to a final decision. Based on any additional information provided, the Council will then determine the financial strength of the organisation and may, where appropriate, require parent company guarantees and/or a financial bond to be provided at no additional cost to the Council.

Submission of evidence will be required within 5 working days of the initial request. Any Supplier failing to provide the information requested within the timeframe, or information that does not satisfactorily evidence responses made, will be excluded from the process at this stage. Should this situation arise, the Council reserves the right to remove the quality and price scores achieved by the disqualified Tenderer from the evaluation process and commence verification proceedings with the Tenderer now ranked in first place.

#### Step 2 - Preferred Supplier Due Diligence (2):

The assessment panel reserve the right to undertake further due diligence with the Preferred Supplier in order to verify that their submission is compliant with the Specification. This could be undertaken in a variety of ways, including, but not limited to:

- (i) Telephone
  - (ii) Email
  - (iii) Meetings at Council premises/ via Microsoft Teams
  - (iv) Visits to reference sites/ obtaining references from current customers
  - (v) Meetings on site at Tenderer's premises
  - (vi) Product demonstrations/ proof of concept.
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## Documents

### Associated tender documents

<https://uk.eu-supply.com/login.asp?B=YORTENDER>

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## Contracting authority

### The Council of the Borough of Kirklees

- Public Procurement Organisation Number: PXHZ-9111-QHMJ

The Town Hall, Ramsden Street

Huddersfield

HD1 2TA

United Kingdom

Email: [procurement@kirklees.gov.uk](mailto:procurement@kirklees.gov.uk)

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

Region: UKE44 - Calderdale and Kirklees

Organisation type: Public authority - sub-central government