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Tender

Legionella Prevention - Water Safety

Trent and Dove Housing

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

Notice identifier: 2025/S 000-069959

Procurement identifier (OCID): ocds-h6vhtk-05d7a3

Published 31 October 2025, 10:02am

Scope

Reference

ID587

Description

The Contracting Authority is procuring a service contract for the provision of legionella prevention and water safety management across its property portfolio. The scope includes but is not limited to:

Risk assessments in line with HSE Approved Code of Practice L8 and relevant guidance (HSG274).

Regular water monitoring, inspection, and testing of systems (taps, outlets, tanks, calorifiers, etc.).

Sampling, analysis, and reporting of water quality results.

Provision of remedial works and interventions where required to ensure compliance.

Maintenance of accurate records and reporting to the Contracting Authority.

Emergency response in the event of positive results or suspected outbreaks.

Training, advice, and guidance to staff on water safety management.

The successful supplier will be required to provide a fully managed and compliant water safety service designed to minimise risks associated with legionella and other waterborne pathogens. Services must be delivered by competent personnel with relevant accreditations and supported by appropriate technology to provide accessible records, reporting, and audit trails.

The contract will be awarded for an initial term of five years, with the option to extend subject to performance. The estimated contract value is £135,000 per annum (£675,000 total).

Evaluation will be based on the Most Advantageous Tender, with submissions assessed on quality (60%) and price (40%). Quality criteria will focus on technical expertise, delivery approach, compliance, innovation, and social value.

Total value (estimated)

- £562,500 excluding VAT
- £675,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 May 2026 to 30 April 2029
- Possible extension to 30 April 2031
- 5 years

Description of possible extension:

The contract will be let for an initial term of three (3) years, with the option to extend for up to two (2) further periods of twelve (12) months each (3+1+1). Any extension will be at the sole discretion of the Contracting Authority.

Extensions may be applied where service performance has been satisfactory against agreed KPIs, where there remains an ongoing requirement for the services, where funding is available, and where continuity of service is desirable. Extensions may also be exercised to maintain statutory compliance and ensure alignment with wider procurement strategy.

Options

The right to additional purchases while the contract is valid.

The contract includes options for up to two additional 12-month extensions (3 + 1 + 1) at the discretion of Trent & Dove Housing. No other options are foreseen.

Main procurement category

Services

CPV classifications

- 90713100 - Consulting services for water-supply and waste-water other than for construction
- 90733600 - Transboundary water pollution management or control services
- 90733000 - Services related to water pollution
- 71317210 - Health and safety consultancy services

Contract locations

- UKF - East Midlands (England)

Participation

Legal and financial capacity conditions of participation

Suppliers must demonstrate financial standing appropriate to the contract value, including minimum annual turnover of £385,714 (equivalent to 35% of annual contract value), evidence of financial stability, and confirmation of adequate insurances prior to award (minimum £10m Employers' Liability, £10m Public Liability, and £5m Professional Indemnity).

Technical ability conditions of participation

Suppliers must demonstrate competence and relevant qualifications/accreditations for legionella prevention and water safety. This includes, but is not limited to, membership of the Legionella Control Association (LCA) or equivalent, UKAS accreditation where applicable, and personnel with suitable qualifications (e.g. BOHS Certificate of Competence, City & Guilds accredited risk assessors, or equivalent). Evidence of delivering similar contracts is required.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

21 November 2025, 12:00pm

Submission type

Requests to participate

Deadline for requests to participate

28 November 2025, 12:00pm

Submission address and any special instructions

<https://www.mytenders.co.uk/>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Suppliers to be invited to tender

5 to 6 suppliers

Selection criteria:

Suppliers will be selected to tender through a two-stage process:

Stage 1 - Procurement Specific Questionnaire (PSQ):

Suppliers must complete a PSQ which includes both pass/fail criteria and scored criteria.

Conditions of participation include:

Financial capacity (minimum turnover of £385,714, equivalent to 35% of the annual contract value)

Adequate insurance cover.

Legal capacity to perform the contract.

Health & Safety accreditation (e.g. CHAS, SafeContractor, SSIP)

Mandatory organisational accreditations relevant to Legionella prevention and water safety (e.g. LCA membership, UKAS accreditation)

Personnel competence, evidenced by qualifications and experience (e.g. BOHS Certificate of Competence, Water Treatment Diploma, LCA/City & Guilds Risk Assessor qualifications).

Suppliers must also confirm compliance with requirements such as sub-contractor management, Modern Slavery Act obligations, and technical competence.

Only the top five highest-scoring suppliers who meet all pass/fail conditions and achieve minimum scores on assessed PSQ questions will be shortlisted for Stage 2

Stage 2 - Invitation to Tender (ITT):

Shortlisted suppliers will be invited to submit detailed responses to quality and pricing questions.

The award will be made on the basis of Most Advantageous Tender, with the following weighting: Quality (60%) and Price (40%)

Quality assessment covers areas including service delivery, staffing competence, communication, resident engagement, social value, and innovation/environmental impact

Suppliers must achieve at least 60% of the overall quality score to remain in the process.

The selection process ensures that only suppliers with proven financial stability, compliance with statutory obligations, and the necessary technical competence in Legionella prevention and water safety will be invited to tender.

Award decision date (estimated)

6 February 2026

Recurring procurement

Publication date of next tender notice (estimated): 31 October 2030

Award criteria

Name	Description	Type	Weighting
Quality	Assessment of tenderers' proposals for service delivery, staffing competence, compliance with legislation and best practice, communication and reporting, use of technology, social value, and innovation. Evaluated through written method statements and supporting evidence.	Quality	60.00%
Price	Evaluation of total contract cost based on pricing schedule. Lowest compliant tender achieves maximum score, with other tenders scored proportionately.	Price	40.00%

Other information

Description of risks to contract performance

The principal risks that could affect satisfactory contract performance include:

- Non-compliance with statutory regulations (e.g., ACOP L8, HSG 274) leading to enforcement action or service failure.
- Insufficient staffing or loss of key technical personnel, resulting in reduced capacity to deliver the required inspection and monitoring programme.
- Delays in data entry or reporting within the C365 compliance management system, affecting statutory record accuracy.
- Supply-chain or subcontractor failure impacting responsiveness or sample turnaround times.
- Health & Safety incidents causing operational downtime or reputational damage.
- Failure to maintain quality standards or calibration of testing equipment, resulting in inaccurate results.
- Failure to meet KPIs such as completion rates, response times, and customer satisfaction targets.

Appropriate risk-mitigation measures are embedded within the specification, KPIs, and contract management framework.

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

This procurement will be conducted using the Competitive Flexible Procedure under Section 20 of the Act. The process will be carried out in two stages:

Stage 1 - Invitation to Participate (Selection)

All suppliers must complete the Procurement Specific Questionnaire (PSQ). Submissions will be assessed against pass/fail criteria (financial capacity, insurance, legal capacity, technical ability, health and safety accreditation) and scored project-specific questions. The top five highest-scoring suppliers will be invited to progress to Stage 2. A sixth supplier may be invited if scores between 5th and 6th are within two percentage points.

Stage 2 - Invitation to Submit a Tender (Award Stage)

Shortlisted suppliers will be invited to submit full tenders. Responses will be evaluated on Quality (60%) and Price (40%), in line with the published award criteria. Quality will be assessed through written method statement responses, with areas covering service delivery, staffing competence, compliance, communication, technology integration, social value, and innovation. Price will be evaluated using a relative scoring model, with the lowest compliant bid achieving maximum marks.

Moderation and Evaluation

Each submission will be assessed individually by the Contracting Authority's evaluation panel. Provisional scores will be moderated to agree a final consensus score. A non-scoring moderator will ensure accurate recording of the evaluation.

Interviews and Due Diligence

Interviews may be conducted to validate tender responses. The Authority may also undertake due diligence checks, including financial checks, reference site visits, and verification of technical competence. Scores may be adjusted based on interview

outcomes.

Contract Award

The contract will be awarded to the supplier submitting the Most Advantageous Tender (MAT) following moderation, interviews (if applicable), and due diligence. The Authority will issue assessment summaries to all participants and observe the mandatory standstill period before contract award.

Contract Details

The successful supplier will enter into a JCT MTC 2024 contract, supported by service levels and KPIs. No negotiation on terms will be permitted, and supplier submissions will form part of the final contract.

Documents

Documents to be provided after the tender notice

The procurement documents will be made available electronically via the myTenders e-tendering platform shortly after publication of this notice.

Interested suppliers should register or log in at <https://www.mytenders.co.uk> to access the documentation free of charge and to ensure they receive any subsequent clarifications or amendments.

All communications, clarifications, and submissions must be made through the myTenders portal. Suppliers are advised to regularly check the portal for updates.

Contracting authority

Trent and Dove Housing

- Public Procurement Organisation Number: PHWV-4176-MRBJ

Trinity Square

Burton-on-Trent

DE14 1BL

United Kingdom

Contact name: Lewis Pavey

Email: lewis.pavey@trentanddove.org

Website: <https://www.trentanddove.org/>

Region: UKG24 - Staffordshire CC

Organisation type: Public undertaking (commercial organisation subject to public authority oversight)

Other organisation

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

GBS Procure Limited

Summary of their role in this procurement: GBS Procure Limited act as the contracting authority's external procurement team, managing this procurement on their behalf, including preparation, tendering, moderating evaluation, and award in full compliance with applicable procurement regulations.

- Public Procurement Organisation Number: PYDX-8782-RLCZ

10 Blackthorn Road

Kenilworth

CV8 2DS

United Kingdom

Contact name: Lewis Pavey

Email: lewis.pavey@gbsprocure.com

Website: <https://www.gbsprocure.com/>.

Region: UKG13 - Warwickshire

Contact organisation

Contact Trent and Dove Housing for any enquiries.