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Tender

## **Invitation to Participate - First Stage - Provision of Lift Inspection, Servicing, Maintenance and Call Out Services**

University of South Wales

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

Notice identifier: 2025/S 000-070337

Procurement identifier (OCID): ocds-h6vhtk-050b15 ([view related notices](#))

Published 3 November 2025, 10:24am

### **Scope**

### **Reference**

1968

### **Description**

Provision of Lift Inspection, Servicing, Maintenance and Call Out Services at the University of South Wales.

All call-outs will be required on a 24-hour basis, 7 days per week

Preventative maintenance - 12 visits per annum for Passenger and Goods Lifts, 4 visits per annum for platform lifts as detailed in Appendix 1 - Lift Maintenance Schedule.

Campus' covered - Treforest, Glyntaff, Cardiff, Newport & Baglan Hydrogen Research Centre

For more information please download the tender documentation which can be found here - <https://etenderwales.ukp.app.jaggaer.com/go/15160019019A11B27B5B>

### **Total value (estimated)**

- £1,400,000 excluding VAT
- £1,680,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 April 2026 to 31 March 2029
- Possible extension to 31 March 2032
- 6 years

Description of possible extension:

option to extend by an additional 1+1+1 years

### **Main procurement category**

Services

### **CPV classifications**

- 50750000 - Lift-maintenance services

### **Contract locations**

- UKL15 - Central Valleys
- UKL22 - Cardiff and Vale of Glamorgan

- UKL21 - Monmouthshire and Newport

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## **Participation**

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

Financial Capacity Pass/Fail

Insurance Pass/Fail

Legal Capacity Pass/Fail

Technical ability Pass/Fail

Health and Safety Pass/Fail

Environmental Management Pass/Fail

Quality Management Pass/Fail

Additional information Pass/Fail

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

Capacity & Capability questions

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

17 November 2025, 12:00pm

### **Submission type**

Requests to participate

### **Deadline for requests to participate**

1 December 2025, 12:00pm

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

<https://etenderwales.ukp.app.jaggaer.com/go/15160019019A11B27B5B>

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

Yes

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

- Welsh
- English

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

19 February 2026

## Recurring procurement

Publication date of next tender notice (estimated): 5 January 2026

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## Award criteria

Name	Description	Type	Weighting
Capacity and Capability Questions	Experience - 50% Case Study - 25% H&S - 25%	Quality	100.00%

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## Other information

### Payment terms

30 day payment terms and invoices must reference a USW PO

### Description of risks to contract performance

The risks identified are considered "known risks" under the Procurement Act 2023. While they cannot be fully eliminated at this stage, the contracting authority will monitor these risks throughout the contract lifecycle. Mitigation measures will include regular performance reviews, contingency planning, and compliance checks to minimize impact on service delivery and value for money.

Known risks:

Supplier insolvency or bankruptcy, leading to service disruption, loss of materials, and potential financial loss.

Non-performance, where the supplier fails to meet agreed milestones or timelines.

Transition risk - no clear exit plan causing disruption if the supplier changes or withdraws.

Poor delivery quality or substandard performance due to insufficiently trained or inexperienced supplier personnel.

Decommissioning of buildings.

New buildings not yet constructed.

Merger with another university/college.

### **Applicable trade agreements**

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

### **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Competitive flexible procedure

### **Competitive flexible procedure description**

This is a two-stage competitive flexible procedure and is summarised as follows:

## 1. Stage 1: Invitation to Participate

The Contracting Authority invites all suppliers to participate in the Procurement Process by issuing the Tender Notice and this Invitation to Participate. Interested suppliers who wish to participate in this Procurement Process shall complete and submit a WPSQ Response and Capacity and Capability Response by the Return Date set out in the Procurement Timetable. The Contracting Authority will assess all WPSQ Responses submitted in accordance with the terms of the IPD. In this first stage, an overall minimum quality threshold will be set at 60%. Submissions scoring 59% or less will be dismissed. All suppliers who score 60% or more will be invited to Stage 2 (the "Shortlisted Suppliers")

## 2. Stage 2: Tender stage

Following Stage 1, the Contracting Authority shall provide the ITT to the Shortlisted Suppliers and shall invite the Shortlisted Suppliers to submit a Tender in accordance with the ITT and such Tenders shall be evaluated in accordance with the terms of the ITT.

Following the initial submission of tenders, University of South Wales may, at its discretion, conduct clarification and / or negotiation with one or more suppliers whose tenders meet the minimum quality and compliance thresholds.

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## Documents

### Associated tender documents

<https://etenderwales.ukp.app.jaggaer.com/go/15160019019A11B27B5B>

Please download the tender documentation which can be found on here -

<https://etenderwales.ukp.app.jaggaer.com/go/15160019019A11B27B5B>

### Technical specifications to be met

<https://etenderwales.ukp.app.jaggaer.com/go/15160019019A11B27B5B>

Please review Annex G - Specification for the Provision of Lift Maintenance for USW

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## **Contracting authority**

### **University of South Wales**

- Charity Commission (England and Wales): 1140312

University of South Wales,

Pontypridd

CF37 1DL

United Kingdom

Contact name: Emily Bowen

Email: [emily.bowen1@southwales.ac.uk](mailto:emily.bowen1@southwales.ac.uk)

Region: UKL15 - Central Valleys

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales