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Tender

## Total Facilities Management

Essex County Council

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

Notice identifier: 2025/S 000-076514

Procurement identifier (OCID): ocds-h6vhtk-05195f ([view related notices](#))

Published 24 November 2025, 2:23pm

## Scope

## Reference

E001PA

## Description

Essex County Council ("the Authority") is seeking to procure a strategic supplier to deliver Total Facilities Management (TFM) services across its sites within the Greater Essex area. The successful supplier will be responsible for the integrated delivery of both Hard and Soft FM services, Business Services, as well as Programme Office & Works, supporting the Authority's ambition to modernise, improve service quality, and drive value across its estate.

Scope of Services including but not limited to:

Hard FM & Soft FM

Programme Office & Works

Business Services

Please note the Service Commencement Date is 1st of April 2027.

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

- £960,000,000 including VAT

Above the relevant threshold

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

- 9 November 2026 to 8 November 2036
- Possible extension to 8 November 2041
- 15 years

Description of possible extension:

Contract extensions may be considered where they support continuity of providing value for money, service, align with performance outcomes, and remain within the scope of the original procurement. All extensions will be subject to formal review and approval processes.

In light of anticipated Local Government Reorganisation, extension decisions will also take into account potential changes in governance, contract ownership, and strategic priorities. Flexibility has been built into the contract terms to ensure service continuity during any transitional period.

### **Options**

The right to additional purchases while the contract is valid.

The contract includes call-off services under Hard FM, Works, and Business Services.

An option has been included to add buildings into scope.

An extension option of up to 5 years is included.

## **Main procurement category**

Services

## **Additional procurement category**

Works

## **CPV classifications**

- 45260000 - Roof works and other special trade construction works
- 45300000 - Building installation work
- 45400000 - Building completion work
- 50700000 - Repair and maintenance services of building installations
- 79993000 - Building and facilities management services

## **Contract locations**

- UKH3 - Essex

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## **Participation**

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

There are Legal and Financial capacity conditions of participation, full details on these are

included in the tender documentation which can be found through by searching for the opportunity, DN791526 E001PA Total Facilities Management on the Authority's eSourcing system, ProContract, <https://procontract.due-north.com/Login>.

## **Technical ability conditions of participation**

There are Technical ability conditions of participation, full details on these are included in the tender documentation which can be found through by searching for the opportunity, DN791526 E001PA Total Facilities Management on the Authority's eSourcing system, ProContract, <https://procontract.due-north.com/Login>.

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## **Submission**

### **Enquiry deadline**

19 December 2025, 12:00pm

### **Submission type**

Requests to participate

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

8 January 2026, 12:00pm

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

Selection of tenderers will be based solely on the criteria set out for the procurement.

For this tender the Authority will be using the ProContract (aka Due North) eSourcing portal <https://procontract.due-north.com> throughout the procurement process, and all communications with Essex County Council relating to this procurement exercise must be via the portal's messaging system.

Supplier registration on the portal is free of charge and can be done via:  
<https://procontract.due-north.com/>

The reference and title of this procurement in ProContract is DN791526 E001PA Total Facilities Management.

It is recommended that any Bidder not already registered on the ProContract eSourcing portal, register at the earliest opportunity.

The Authority reserves the right to amend timescales for any reason and change the assessment criteria where necessary for example if there are genuine omissions or mistakes. The Authority also reserves the right to cancel the procurement exercise and/or not to award all or part of a contract. The Authority will not be responsible for any costs incurred by bidders in relation to this procurement exercise.

## **Tenders may be submitted electronically**

Yes

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

English

## **Suppliers to be invited to tender**

Maximum 5 suppliers

Selection criteria:

Supplier Selection Criteria - Stage 1 PSQ

Suppliers are evaluated through a combination of Pass/Fail, Information Only, and Scored

questions. The scored questions are used to rank bidders and determine who progresses to the next stage.

The following scored criteria are applied, each with a defined weighting and minimum score requirement:

#### Relevant Experience and Contract Examples

Suppliers must demonstrate delivery of large-scale Total Facilities Management contracts or provide an explanatory statement of capability.

Weighting: 20%

Minimum Score: 2 out of 5

#### Strategy - Smaller

Evidence of supporting clients to right-size their estate effectively.

Weighting: 20%

Minimum Score: 2 out of 5

#### Strategy - Better

Approach to continuous improvement, supported by relevant examples.

Weighting: 20%

Minimum Score: 2 out of 5

#### Strategy - Greener

Collaboration with customers to support environmental goals.

Weighting: 10%

Minimum Score: 2 out of 5

#### Strategy - Value for Money

Demonstration of cost-saving initiatives and value for money delivery.

Weighting: 20%

Minimum Score: 2 out of 5

Sub-contracting - Supply Chain Management

Statement on managing a healthy supply chain or confirmation of no sub-contracting.

Weighting: 10%

Minimum Score: 2 out of 5

Each scored question is evaluated on a scale from 0 to 5.

The weighted score for each question is calculated using the following equation:

$\text{Weighted Score} = (\text{Bidder Score} \div 5) \times \text{Question Weighting}$

The total weighted scores across all scored questions are summed to produce a final score used to rank bidders.

Selection to Tender:

The top five ranked bidders will be invited to Stage 2: Invite to Tender (ITT).

If fewer than five meet the minimum requirements, the Authority may proceed with fewer.

In the event of a tie for fifth place, all tied bidders will be invited, meaning more than five may progress.

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

15 October 2026

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## **Award criteria**

<b>Name</b>	<b>Type</b>	<b>Weighting</b>
Financial	Price	50%
Technical Offer	Quality	45%

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<b>Name</b>	<b>Type</b>	<b>Weighting</b>
Social Value	Quality	5%

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## **Other information**

### **Payment terms**

30 Days of invoice with option to use the Accelerate Rebate options to reduce payment term.

### **Description of risks to contract performance**

It is anticipated that during the life of this Contract the Local Government Reform process will commence and progress potentially impacting this Contract. Impacts may include but are not limited to, modifications such as a transfer of the legal entity you currently contract with, significant increases and decreases in the value/ volume of services required due the change in size/ scope if the Contracting Authority, and/ or changes to the scope of the nature of the Services required. Although any Contract scope changes should broadly relate to the nature of the existing scope, new Services of a related nature may be required that were not previously included.

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

Yes

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## **Procedure**

### **Procedure type**

## Competitive flexible procedure

### **Competitive flexible procedure description**

This procurement is conducted under the Competitive Flexible Procedure, in accordance with the Procurement Act 2023 and Procurement Regulations 2024. The process is designed to ensure transparency, fairness, and value for money through a structured multi-stage approach.

#### Stage 1: Pre-Selection Questionnaire (PSQ)

Interested suppliers are invited to submit a PSQ, which will be assessed against published criteria. Responses will be scored using a weighted methodology. Evaluation will include mandatory and minimum standards. Suppliers failing to meet these standards may be excluded.

The five highest scoring suppliers will be selected to the Invitation to Tender (ITT) stage.

#### Stage 2: Invitation to Tender (ITT)

Selected suppliers will be invited to submit initial tenders based on the Authority's requirements. Tenders will be scored and ranked. The Authority reserves the right to award the contract based on initial tenders without entering into negotiation.

#### Stage 3: Negotiation Phase

Structured negotiations will be held to refine proposals and improve value. Meetings will take place in person at County Hall.

Each supplier may bring up to three attendees. A shared agenda will be issued two weeks in advance, only listed topics may be discussed.

Following negotiations, refinements may be made to tender documents and/or evaluation criteria. Any changes will be proportionate, transparent, and communicated to all remaining suppliers.

#### Stage 4: Final Tender Submission (Best and Final Offer - BAFO)

Suppliers will be invited to submit a Best and Final Offer. Responses will be evaluated against Technical, Social Value, and Commercial criteria. Scoring will follow published methodologies and weightings. Minimum scores apply to certain questions; failure to meet these may result in exclusion.

## Supplier Selection and Contract Award

The contract will be awarded to the supplier offering the most advantageous tender.

A Preferred Supplier Stage may be included prior to formal award.

The award will follow standard procedures, including a standstill period and publication of the award notice.

## Bidder Engagement Events

To support supplier understanding and readiness, two engagement events are planned:

Bidder Day 1 - 08/12/2025

A virtual Town Hall session via Microsoft Teams providing an overview of the procurement scope and procedure, with an opportunity for Q&A.

Bidder Day 2 - TBC

A second engagement event including a further virtual Town Hall session and site visits to offer deeper insight into the operational environment and specific requirements. The second Bidder Day will take place following the release of the ITT.

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## Contracting authority

### Essex County Council

- Public Procurement Organisation Number: PWVM-4844-NRQH

County Hall, Market Road

Chelmsford

CM1 1QH

United Kingdom

Email: [natalia.rygal@essex.gov.uk](mailto:natalia.rygal@essex.gov.uk)

Region: UKH36 - Heart of Essex

Organisation type: Public authority - sub-central government