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Tender

Cleaning Contract - Multi-site

Bracknell Town Council

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

Notice identifier: 2025/S 000-076620

Procurement identifier (OCID): ocds-h6vhtk-05e7c2

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Scope

Reference

BTC001

Description

Bracknell Town Council is seeking to appoint a contractor to provide comprehensive cleaning services across eight council-managed sites within Bracknell. This contract will amalgamate all existing cleaning arrangements into a single agreement.

The required cleaning hours are:

Summer period: 30.5 hours per week

Winter period: 36.5 hours per week

The contractor must be able to provide cleaning operatives with their own transport, as

travel between sites on specified days is essential.

Sites to be cleaned include:

Community pavilions and halls

Grounds team depots and mess rooms

Changing rooms

Public toilets

Offices

Bus stop shelters at various roadside locations

The contract also requires provision of ad-hoc cover for council-employed cleaning staff as needed.

All cleaning must be delivered to a high standard, in accordance with the schedules and specifications provided by Bracknell Town Council.

Commercial tool

Establishes a framework

Total value (estimated)

- £50,000 excluding VAT
- £60,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2027

- 1 year

Options

The right to additional purchases while the contract is valid.

Ad-hoc cleaning over for employed staff when sick or on annual leave.

The purchase of cleaning consumables such as toilet roll, bleach etc from the cleaning company.

Main procurement category

Services

CPV classifications

- 90900000 - Cleaning and sanitation services

Contract locations

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)

- UKK - South West (England)

Framework

Maximum number of suppliers

1

Maximum percentage fee charged to suppliers

0%

Framework operation description

Framework Operation Description

This framework agreement will establish the terms for the provision of cleaning services across multiple Bracknell Town Council sites. The framework will operate for a maximum of four years, in line with statutory requirements.

Price Determination

Prices for cleaning services will be determined through a competitive tender process. Bidders will be required to submit fixed prices for the specified cleaning hours and site requirements, as detailed in the contract documents. Prices must remain fixed for the duration of the framework unless otherwise agreed in accordance with the contract terms.

Selection and Award Process

All interested suppliers will be invited to submit tenders in response to the published specification.

Tenders will be evaluated on the basis of the most economically advantageous offer, considering both price and quality criteria.

The Council will assess tenders for compliance with suitability, capability, legal status, and financial standing, as set out in the procurement documents.

Contracts for cleaning services will be awarded to the supplier(s) whose tender(s) best meet the published criteria.

The Council is not obliged to accept the lowest or any tender.

Award method when using the framework

With competition

Contracting authorities that may use the framework

Establishing party only

Participation

This procurement is reserved for

- UK suppliers
- Small and medium-sized enterprises (SMEs) and voluntary, community and social enterprises (VCSEs)

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

13 December 2025, 11:59pm

Tender submission deadline

24 December 2025, 11:59pm

Submission address and any special instructions

Jackie.Burgess@bracknelltowncouncil.gov.uk

www.bracknelltowncouncil.gov.uk

Or

FAO Jackie Burgess

Bracknell Town Council

Brooke House

54 High Street

Bracknell

Berkshire

RG42 2LG

Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type	Weighting
Capacity and Resources	Availability of sufficient staff and resources, including transport, to meet the specified cleaning hours and site requirements.	Quality	20%
Quality of Service	Evidence of ability to deliver high standards of cleaning, including relevant experience, references, and proposed cleaning methods.	Quality	20%
Price	Total cost for the delivery of cleaning services as specified in the contract documents, including all sites and required hours.	Price	20%
Compliance and Health & Safety	Adherence to the specification, health and safety requirements, and relevant legislation.	Quality	20%
Social Value and Sustainability	Use of sustainable products, environmental impact, and contribution to social value.	Quality	20%

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

[Contract Cleaning - Hours and Sites Nov 2025.pdf](#)

Contracting authority

Bracknell Town Council

- Public Procurement Organisation Number: PLJH-8932-JZDQ

Bracknell Town Council, Brooke House, 54 High Street

Bracknell

RG12 1LL

United Kingdom

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

Region: UKJ11 - Berkshire

Organisation type: Public authority - sub-central government