



WESTON-SUPER-MARE TOWN COUNCIL

Expressions of Interest for Full Management Maintenance and Cleaning Service of Public Toilets at Various sites in Weston-super-Mare

Weston-super-Mare Town Council is seeking Expressions of Interest (EOI) from suitably experienced and qualified companies for a full management, maintenance and cleaning service contract at its Town Council public conveniences, including Grove Park (currently under construction), The Maltings, Ashcombe Park, Clarence Park and Uphill, Waterpark (seasonal April-September) with an estimated value of £35,000 ex VAT (annually), the contract will be for an initial 3-year term with the ability to extend by a further two years by agreement and review. The company will need to have proven and demonstrated experience in similar projects and the wide-ranging skill bases to achieve the various elements of the contract. It is the intention of the Town Council to assess the tender submissions through the use of a quality matrix weighted, 60% to the cost and 40% to the Quality

Weston-super-Mare Town Council are using a below threshold procedure under the Procurement Act 2023 - UK4 – Tender Notice. This process will consist of two stages:

- Stage 1 – Expression of Interest (current)
- Stage 2 - Tender stage

All companies and organisations who meet the requirements of the Stage 1 criteria set out below, will be provided with tender documents, following the conclusion of the expression of interest period.

INDICATIVE PROGRAMME

Process	Date
Expression of interest Deadline	12 noon - 09/01/2026
Checks/evaluation of expressions of interest and confirmation of tender list	12/01/2026-16/01/2026
Tender packs to go out	19/01/2026
tender deadline	12 noon – 20/02/2026
Tender Analysis	23/02/2026-05/03/2026
Amenities, Culture and Leisure Committee	16/03/2026
Notification of award	17/03/2026 onward
Works start	From March-April 2026

Dates are indicative and may be adjusted.

COUNCIL REQUIREMENTS

Companies from whom Weston-super-Mare Town Council procure goods and services must demonstrate that all practicable steps are being taken to allow equal access and equal treatment in employment and service delivery, as appropriate to the nature of the contract. Following a decision made by Weston-super-Mare Town Council in July 2020, the Council is committed to working with Contractors who pay the Real Living Wage to their employees.

Companies from whom Weston-super-Mare Town Council procure goods and services must be able to demonstrate an excellent Health and Safety record, accordingly contractors that cannot demonstrate an excellent record, free from enforcement action, will not be considered. Contractors must also be able to demonstrate how they provide social value with the work being carried out, within parameters set out by the Town Council.

Weston-super-Mare Town Council will evaluate the Expression of Interest submissions received, and shortlist qualifying companies to invite tenders for the project. Registration of interest does not imply inclusion on the tender list. Tender documents will be issued mid January 2026, work is anticipated to start from 1st April 2026.

EVALUATION & ASSESSMENT OF EXPRESSION OF INTEREST

The evaluation will be in accordance with the following criteria, a fail under the Health and Safety criteria will automatically result in exclusion from the tender list.

An aggregate of 4 or more fails will automatically result in exclusion from the tender list.

Evaluation Criteria	Pass / Fail
Proven experience in type and scale of work within an operational public building	Pass / Fail
Financial capability (adequately resourced to undertake the contract works)	Pass / Fail
Proven experience working for local authority/town council clients	Pass / Fail
Evidence of an excellent Health & Safety Record (no enforcement action under current legislation)	Pass / Fail
Confirmation that employees are paid Real Living Wage.	Pass / Fail
Resources and availability to tender in January 2026 and commence in April 2026	Pass / Fail

INFORMATION REQUIRED

Interested parties are asked to submit Expressions of Interest to include their:

- Company name, address, contact name, VAT Number and Company registration number
- Company bankers name and account number
- Details of any enforcement action under Health & Safety Legislation
- Brief details of two recent (within last 36 months) similar projects undertaken by the company (Max 1000 words)
- Declaration of any conflicts of interest with elected members or officers of the council.
- Confirmation that the company pays real living wage.
- Confirmation that the company will be able to submit a tender and should they be successful, commence work 1st April 2026.

Expressions of Interest should be sent no later than **12 noon on Friday 20th February 2026** to:

Sarah Pearce
CEO / Town Clerk
Weston-super-Mare Town Council
32 Waterloo Street
Weston-super-Mare
BS23 1LN

Email: development@wsm-tc.gov.uk